

CITY COUNCIL MEETING

MUNICIPAL COMPLEX, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, PORTSMOUTH, NH
DATE: MONDAY, AUGUST 20, 2012 TIME: 7:00PM

AGENDA

- 6:15PM - ANTICIPATED "NON-MEETING" WITH COUNSEL RE: NEGOTIATIONS RSA: 91-A:2, I (b-c)

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

PRESENTATIONS

1. Presentation to Retiring Deputy City Manager Cindy Hayden
2. Report Back Re: Senior Services in Portsmouth and Various Recommendations for Interim Programming

V. ACCEPTANCE OF MINUTES – AUGUST 6, 2012

VI. PUBLIC COMMENT SESSION

VII. PUBLIC HEARING

- A. TO RECEIVE PUBLIC COMMENT ON THE PETITION OF COMMERCE WAY LLC FOR A CONDITIONAL LAYOUT OF THE EXISTING, PRIVATELY OWNED COMMERCE WAY, A COMPLETE RECONSTRUCTION OF THE ROAD AND A BETTERMENT ASSESSMENT, BASED UPON LINEAR FEET OF ROAD FRONTAGE, TO BE CHARGED AGAINST CERTAIN PROPERTIES ABUTTING OR SERVED BY THE RECONSTRUCTED ROAD IN ACCORDANCE WITH RSA 231:28-33. SAID PROPERTY IS SHOWN ON ASSESSOR PLAN 216 AND LIES WITHIN THE OFFICE RESEARCH DISTRICT. AT THE HEARING, THE APPLICANT WILL PRESENT TO THE COUNCIL, THE DETAILS OF THE PROPOSED CONSTRUCTION, AND ESTIMATED COSTS THEREOF, AND THE ANTICIPATED BETTERMENT ASSESSMENT TO BE CHARGED TO EACH AFFECTED OWNER

VIII. APPROVAL OF GRANTS/DONATIONS

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

IX. CONSIDERATION OF RESOLUTIONS AND ORDINANCES

- A.1. First reading of Ordinance amending Chapter 7, Article III, Section 7.330 – No Parking – Tanner Court (***Sample motion – move to pass first reading and schedule a public hearing and second reading of the proposed Ordinance amendment, as presented, at the September 4, 2012 City Council meeting***)

Consolidated Parking Supply and Demand Omnibus Ordinances:

- A. Third and final reading of Ordinance 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. Third and final 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 this ordinance would allow the City Council to set the parking rate in the parking garage by vote of the Council. It is anticipated that the Council would then set the rate 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. Third and final 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. (Adoption of this ordinance would consolidate the ordinance provisions relating to the rate for parking in on-street and off-street lots.)

Sample motions:

- 1) ***Move to pass third and final reading on the consolidated Parking Supply and Demand Ordinances A thru C, as presented; and,***
- 2) ***Move that the 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***

If the City Council wishes to provide Sunday parking for free for residents the following motion would be necessary:

- 1) ***Move that the parking fee at the High Hanover parking facility be at no cost for any time in which a vehicle has been parked in the facility on a Sunday when it is demonstrated to the garage attendant in accordance with standards to be promulgated by the City Manager that either the driver or the owner of the vehicle is a resident of the City of Portsmouth***

X. CONSENT AGENDA

A MOTION WOULD BE IN ORDER TO ADOPT THE CONSENT AGENDA

- A. Request for License from Kenneth Hooper, owner of National Electrical Manufacturers for property located at 22-28 Deer 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 Kenneth Hooper, owner of National Electrical Manufacturers for a projecting sign at property located at 22-28 Deer 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***

- B. Request for License from Federal Savings Bank, for property located at 1 Market Square 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 Federal Savings Bank, for a projecting sign at property located at 1 Market Square 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. *Acceptance of Donations to the Coalition Legal Fund

- Town of Hebron - \$1,000.00
- Town of Grantham - \$1,000.00

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

XI. PRESENTATION & CONSIDERATION OF WRITTEN COMMUNICATIONS & PETITIONS

- A. Letter from Martin Cameron requesting \$3,000.00 - \$5,000.00 to support the World War 1 Marker Site with funding from the Connie Bean Center Fund Distribution

XII. REPORTS AND COMMUNICATIONS FROM CITY OFFICIALS

A. CITY MANAGER

Items Which Require Action Under Other Sections of the Agenda

1. Consideration of First Reading of Proposed Resolution and Ordinance Amendments:
 - 1.1 First Reading of Proposed Ordinance Amendment to Chapter 7, Article III, Section 7.330 – No Parking – Tanner Court ***(Action on this matter should take place under Section IX of the Agenda)***
2. Public Hearing
 - 2.1 Public Hearing Re: Commerce Way Conditional Road Layout and Betterment Assessment
3. Third Reading of Proposed Ordinance Amendments:
 - 3.1 Third and Final Reading Re: Parking Supply and Demand Omnibus Ordinances ***(Action on this matter should take place under Section IX of the Agenda)***

City Manager's Items Which Require Action

1. Rezoning of 143 Daniel Street (Connie Bean Center)
2. Request to Approve City Manager's Designee to Planning Board

3. Report Back Regarding Workforce Housing Coalition's Rock Street Garage Design Charrette Proposal
4. Funding for Implementation of Interim Senior Services Programming

Informational Items

1. Events Listing

B. MAYOR SPEAR

1. Appointment to be Considered:
Trees and Public Greenery Blue Ribbon Committee
 - Dennis Souto to the Trees and Public Greenery Blue Ribbon Committee
2. Appointment to be Voted:
Mayor's Blue Ribbon Committee on Sustainable Practices
 - Andrew (Drew) Stadterman to the Committee on Sustainable Practices
3. Resignation – June Rogers from Trees and Greenery Blue Ribbon Committee
4. Reauthorization of the Blue Ribbon Committee on Transportation Policy

C. COUNCILOR SMITH

1. Parking and Traffic Safety Committee – Michael Coffey

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 Conservation Commission Minutes of the July 11, 2012 meeting are available on the City's website for your review
2. Notification that the Historic District Commission Minutes of the May 30, 2012 meeting are available on the City's website for your review
3. Notification that the Historic District Commission Minutes of the June 6, 2012 meeting are available on the City's website for your review
4. Notification that the Site Review Technical Advisory Committee Minutes of the July 31, 2012 meeting 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.



REPORT TO THE CITY COUNCIL

STATUS OF SENIOR SERVICES AND RECOMMENDATIONS



August 16, 2012

John P. Bohenko, City Manager

Staff Committee

Rus Wilson, Recreation Director

Mary Ann List, Director of Portsmouth Public Library

David Moore, Community Development Director

Adam Cannon, Assistant Project Manager

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I. Executive Summary

In May of 2012, the Greater Portsmouth Area Senior Center Project issued a report on a future vision for providing senior services in Portsmouth. The report outlines the need for a new senior center model that would be housed in Portsmouth with programming that is integrated with local agencies serving seniors and other resources. This program, potentially modeled around the six dimensions of wellness¹, would constitute the City's senior program and activity offerings and operate along side the existing Transportation Program as well as the Adult Day program, both of which will continue to be operated by the Mark Wentworth Home. The report indicates that the creation of a new model of senior programming, as well as the facility space to house it, would take approximately 24 months.

In June 2012, Portsmouth City Manager John P. Bohenko indicated that he would work with the City Council and City staff to identify opportunities to meet the needs of Portsmouth's seniors in the period prior to the completion of the vision for a new senior program in Portsmouth. As a result, this report concentrates on an "interim period" from October 2012 to September 2014 (24 months).

This report recommends that the City of Portsmouth, through the Recreation Department, use the interim period to coordinate various senior activities and programs and take additional steps to support existing programs to ensure they meet the needs of Portsmouth Seniors. In summary, this report recommends the City move forward with the following:

- **Hire a part-time Senior Services Coordinator** to work in the Recreation Department to focus on senior related initiatives recommended in this report;
- **Inventory the many existing senior programs and services** offered in Portsmouth for seniors;
- **Create a unified calendar of senior activities, update it and communicate** the information effectively and broadly to the community;
- Coordinate and assist the City Recreation Department and Portsmouth Public Library in **implementing new programs for seniors** and assist in programming and running these new programs;
- **Continue and increase support for the Senior Transportation Program**, including adding an additional day of service and supporting the need for a replacement van; and
- **Work with seniors, program partners and volunteers** to expand activities available to seniors and to meet gaps in services.

¹ The six dimensions of wellness is a model created by the Wellness Institute in Steven's Point, Wisconsin; the model was highlighted in the Steering Committee's report by consultant Jill Jackson Ledford.

This report recognizes the abundance of senior activities and programs that currently exist in Portsmouth. The programs are located throughout the City and are provided by a variety of agencies and organizations. In addition to creating an inventory of these activities and identifying opportunities to add or expand the services, there is also a significant need to insure seniors and the wider community are made aware of these opportunities more effectively.

This report focuses on the non-medical programs and activities to promote wellness, independence and socialization among Portsmouth seniors. There are various other programs meeting the needs of seniors that operate separately from a senior center program, including ServiceLink, Seniors Count, Senior Companion Program, Area HomeCare & Family Service and others.

Beginning in June 2012 after the completion of the report by the Steering Committee, City staff carried out research in preparation for this report. City staff conducted the research and information gathering activities listed below. More information about the report methodology can be found in ***Appendix D, Report Methodology***.

- Read the Greater Portsmouth Area Senior Center Project Recommendations and Report;
- Attended the May 30th forum on the Report held at the Community Campus;
- Compiled an inventory of existing senior programs and activities currently available to Portsmouth Seniors;
- Researched the background of senior services, including transportation services, in Portsmouth;
- Conducted a half-day ride along on the senior transportation van and interviewed participants;
- Conducted 11 interviews with various stakeholders representing key entities and organizations about senior services in Portsmouth.

It is important to recognize that many organizations, volunteers and advocates have taken steps to limit the disruption to senior programming in this interim period. There are many examples of organizations that have worked ensure that senior programs continue. Living Innovations is continuing to provide evidence-based exercise classes to seniors along with bi-weekly supper meals. Families First of the Greater Seacoast sponsors a monthly senior luncheon along with an activity and entertainment. The Portsmouth Housing Authority has continued to host programs important to seniors in two of their senior housing developments. The Mark Wentworth Home continues to provide the Senior Transportation Program and offer the Adult Day program to the community. Certainly, there are many partnerships and resources to build on as the community looks to meeting the needs of the senior population in the next 24 months.

II. Summary of Recommendations

This report recommends that the City of Portsmouth, through the Recreation Department, use the 24-month interim period to facilitate various senior activities and programs, including communicating about the availability of these programs, and that the City take additional steps to support existing programs to ensure they meet the needs of Portsmouth Seniors.

A summary of the report recommendations appear below along with a description of the budgetary impacts. The 24-month period includes the period between October 2012 and September 2014 (24 months).

Recommendation #1 - Hire a part-time Senior Services Coordinator to work within the Recreation Department. The Senior Services Coordinator would be tasked with communicating and encouraging usage of existing and new senior activities.

There are many existing programs and activities serving Portsmouth seniors. In researching this report, many stakeholders indicated that awareness of, and information about, the various activities are lacking and that a dedicated information source is needed. Inventorying the senior activities and programs; maintaining and updating a schedule of activities; and distributing this information through a variety of effective means is something that needs to be completed by a single coordinator. These functions can be performed by a Senior Services Coordinator who would be housed in the Recreation Department. Other duties to be performed by the coordinator appear below:

1. Inventory all existing senior activities and programs (completed, see *Appendix A, Directory of Senior Activities by Organization*).
2. Create and maintain a unified schedule of senior programming.
3. Establish a communications plan and protocol to insure seniors and other interested parties can learn about the many activities and programs available.
4. Coordinate additional and expanded programming in coordination with City departments and partners.
5. Facilitate new programming with partners to meet identified gaps.
6. Solicit and collect feedback from participants and service providers.
7. Report and track participation in activities.

FY 2013 Budgetary Impact: \$29,054 (Includes costs for hourly rate of Coordinator and related operating costs)

Source: General Fund Contingency

Recommendation #2 - Coordinate and facilitate the development of the proposed new and expanded programming in Recreation Department and at the Portsmouth Public Library to supplement existing senior program services.

The Portsmouth Recreation Department and the Public Library have a significant amount of participation in their activities by seniors. Some programming is specifically designed for seniors while other programs simply attract seniors who participate. Examples include Fitness +50, Knit-Wits Knitting Group and Computer Classes. A listing of currently available activities for seniors at both the Recreation Department and the Library can be found in *Appendix A, Directory of Senior Activities by Organization*. Currently, Spinnaker Point Recreation Facility has over 500 members with senior memberships and there are many Portsmouth seniors utilizing existing Library Programs.

Both City departments have reviewed their program offerings and schedules and each have found additional ways that they can expand existing services or create new opportunities for the 24-month period. The Senior Services Coordinator (SSC) will be a useful resource in supporting the staffs of both departments in carrying out these additional services. A summary of the new and expanded programs proposed by both departments can be found in the Section entitled “New and Expanded Program Offerings Provided by City Departments” on page 18.

FY 2013 Budgetary Impact: No additional funding is needed for this recommendation. The new and expanded services will be provided with existing staff and within current budget allocations.

Source: Use of existing staff and budget.



Recommendation #3 - Continue to support and invest in the Senior Transportation Program operated by the Mark Wentworth Home; including providing an additional day of operation as well as supporting rolling stock needs.

The senior transportation program in Portsmouth continues to be a critical resource for Portsmouth seniors and disabled people. The program currently provides service three days a week on a demand-activated basis and primarily provides rides to medical appointments and shopping centers. The program is operated by the Mark Wentworth Home (MWH) and the City of Portsmouth provides a subsidy to MWH each year to provide this service. In 2011, the program was reduced to three days a week from five because the program was operating at a loss. The subsidy from the City of Portsmouth increased to \$125,000 in 2011 and the transportation agreement was renewed for FY 2013.



At this time, adding an additional day of service would be a great benefit to Portsmouth seniors. Many seniors have been impacted by the schedule decrease and seniors and advocates have requested that the service be increased. This would permit the Transportation Program to meet the key transportation needs of Portsmouth seniors more fully and provide additional service to ensure that seniors can access the existing, new and expanded activities that are, and will be, offered in the community.

In addition, the Mark Wentworth Home has identified the need to replace an existing van that has over 180,000 miles. This report recommends the City move forward with a cost-sharing agreement with the Mark Wentworth Home to split the cost of the van, which is estimated to cost \$60,000.

FY 2013 Budgetary Impact: \$13,500 (Additional Day of Operation)
\$30,000 (Cost to City for Splitting a New Van)

Source: Parking & Transportation Fund

Recommendation #4 - Work collaboratively with seniors, program partners and volunteers to expand activities available and to fill gaps and improve offerings.

The City of Portsmouth has many advocates, organizations, volunteers and concerned citizens who are interested in improving the quality of life for seniors in Portsmouth. The new Senior Services Coordinator will have a unique perspective on the needs of Portsmouth seniors and be able to identify gaps, hear feedback from participants and work collaboratively with service providers and organizers of senior activities. An appropriate role for the Coordinator will be to convene interested parties to meet identified challenges and to improve services and facilitate conversations about senior issues.

One very popular staple of the senior program prior to the closure of the senior center was a five-day a week meal program at Parrott Avenue Place. This program attracted many seniors who would access not only the lunch program, but usually an activity or program scheduled before or after the meal. The senior coordinator will be able to work with partners who currently provide meal and potentially collaborate on the addition of another day lunch service during the month. Currently, Families First of the Greater Seacoast is sponsoring a lunch meal and related activity at the Community Campus on the fourth Thursday of each month. Living Innovations is hosting a supper club on the 1st and 3rd Tuesdays of the month. Families First has indicated a willingness to collaborate with the City to add a second luncheon each month. The result of this coordination would ensure that one meal would be offered each week to Portsmouth seniors.

There may be additional areas where the coordinator can facilitate improved or expanded services. In preparing this report, staff learned that a dance program, other entertainment and lectures related to legal issues, wellness and other topics would be well received by seniors participating in existing programming.

FY 2013 Budgetary impact: \$10,000 (Meals expansion and other activities)

Source: General Fund Contingency

Summary of Budgetary Impacts

The recommendations in this report are for the 24-month period beginning in October 2012 and ending September 2014. The report recommends expenditures that will impact the FY 2013, FY 2014 and FY 2015 Budgets.

The total cost of the recommendations included in this report is \$174,963, which is an average of approximately \$87,482 per year in the 24-month period. The costs for the recommendations are to be funded through General Fund Contingency as well as the Parking and Transportation Fund. Costs related to transportation, including the replacement of a senior van and an additional day of service, are funded through the Parking and Transportation Fund.

Chart 1: Budget Impacts of Report Recommendations			
Fiscal Year	Parking & Transportation Fund	General Fund Contingency	Total Cost
2013 (9 months)	\$43,500	\$39,054	\$82,554
2014 (12 months)	\$18,000	\$49,724	\$67,724
2015 (3 months)	\$4,500	\$20,185	\$24,685
Total (24 months):	\$66,000	\$108,963	\$174,963

The City currently expends \$125,000 each year in support of the Senior Transportation Program. Chart 2 shows the total of City funding for the recommendations in this report and includes the cost associated with the existing Senior Transportation Agreement with the Mark Wentworth Home.

Chart 2: Total Senior Services (w/ Transportation Agreement)			
Fiscal Year	Parking & Transportation Fund	General Fund Contingency	Total Cost
2013 (9 months)	\$168,500	\$39,054	\$207,554
2014 (12 months)	\$143,000	\$49,724	\$192,724
2015 (3 months)	\$129,500	\$20,185	\$149,685
Total (24 months):	\$441,000	\$108,963	\$549,963

The proposed senior services budget for FY 2013 to FY 2015 is found in Chart 3 on the following page. The budget includes greater detail on the cost of the recommended Senior Services Coordinator and the administrative costs associated with the position.

**Chart 3: Budget Impacts for Report Recommendations and Existing Transportation Agreement
Detail of Proposed Senior Services Budget**

		FY13	FY14	FY15	TOTAL FY13-15
Recommendation 1 - Senior Services Coordinator	(at 27.5 hours)		3% COLA	3% COLA	
Source: General Fund Contingency	Part Time Salaries	\$23,048	\$31,646	\$8,147	\$62,841
	Social Security	\$1,429	\$1,962	\$505	\$3,896
Assumes a SMA Grade 11, Recreation Supervisor	Medicare	\$334	\$459	\$118	\$911
starting at \$21.49 an hour. A mailing is sent every	Printing	\$245	\$326	\$82	\$653
quarter to 2400 people. The mailing is 2 double-sided	Mailing	\$2,952	\$3,936	\$984	\$7,872
images.	Paper Cost	\$115	\$154	\$38	\$307
	Envelope Cost	\$360	\$480	\$120	\$960
	Label Cost	\$158	\$211	\$53	\$422
	Travel Reimbursement	\$413	\$550	\$138	\$1,101
	Total	\$29,054	\$39,724	\$10,185	\$78,963
Recommendation 2 - Additional City Programming					
Source: Costs will be absorbed with existing staffing	New City Programming	-	-	-	-
and current budget allocations	Total	-	-	-	-
Recommendation 3 - Transportation					
Source: Parking & Transportation Fund	Transportation Agreement	\$125,000*	\$125,000	\$125,000	\$375,000
*Already Appropriated	Additional Day	\$13,500	\$18,000	\$4,500	\$36,000
	Replacement Van	\$30,000	-	-	\$30,000
	Total	\$168,500	\$143,000	\$129,500	\$441,000
Recommendation 4 - Meals expansion and other activities					
Source: General Fund Contingency	Add'l Meal and Activities	\$10,000	\$10,000	\$10,000	\$30,000
	Total	\$10,000	\$10,000	\$10,000	\$30,000
TOTALS		\$207,554	\$192,724	\$149,685	\$549,963
Totals by Fund					
		FY13	FY14	FY15	TOTAL FY13-15
General Fund Contingency		\$39,054	\$49,724	\$20,185	\$108,963
Parking & Transportation Fund		\$168,500	\$143,000	\$129,500	\$441,000
	Total	\$207,554	\$192,724	\$149,685	\$549,963

III. Background on Senior Services in Portsmouth

For over forty years, there has been a senior services program offered in Portsmouth. These services included a drop-in center, various programs and activities, trip coordination and a five-day lunch meal program. Over the years the program expanded to include a five day a week Transportation program and - in coordination with a partner - an Adult Day program for those suffering from dementia and related health conditions. This section of the report provides a background on the locations, providers and programs serving Portsmouth seniors.

Portsmouth seniors have had a senior program since 1972. Between 1972 and 2009, the City's senior center programs were created and operated by the Portsmouth Housing Authority. The Portsmouth Housing Authority senior offerings were located at three different locations. In 1972, the program began at the Woodbury Manor community room. In 1974 the program moved to the Henry Sherburne House on Deer Street.

In 2000, the Portsmouth Housing Authority relocated the Senior Center program to 127 Parrott Avenue a facility it purchased in partnership with Compass Care, an organization providing services to adults and elderly. A new organization was created to hold the property called Parrott Avenue Place Inc. and the facility was known as Parrott Avenue Place. A subsidiary of the PHA owned 30% of the building and Compass Care, Inc. owned 70%. The building continued to operate as a senior center, as well as home to the Transportation program operated by the PHA and an Adult Day program operated by Compass Care.

According to the PHA, in 2008, the U.S. Department of Housing and Urban Development directed the PHA to no longer use HUD funds for social services, including senior transportation. As a result, the PHA-funded senior programs were in danger of being discontinued. In January 2009, Parrott Avenue Place Inc. sold the property at 127 Parrott Avenue to the Mark Wentworth Home (MWH), a non-profit corporation that owns and operates a 71 bed assisted living facility on Pleasant Street. As part of the transaction, both the Compass Care and the PHA Senior Center programs were acquired by the MWH and began to be operated under a new program it created called Wentworth Connections. The MWH home contracted with Living Innovations, Inc. to manage the programs at the Parrott Avenue Facility. Living Innovations is a company that provides support for senior citizens, individuals with long-term illnesses or developmental disabilities.

In late 2011, the Mark Wentworth Home announced that Wentworth Connections center would be closed. The MWH indicated that the Transportation and Adult Day program would continue and that some of the programming offered at Parrott Avenue would be operated by Living Innovations at its facility at 1950 Lafayette Road. The drop-in Senior Center is no longer offered at the Parrott Avenue Place.

Status of Senior Activities and Programs

In 2011, the program offerings at Parrott Avenue Place fell into three categories: Transportation, Adult Day and Senior Activities & Programs. Figure 1 below is intended to summarize the status of each of the three program categories that have been historically provided at Parrott Avenue Place.

The first category, transportation, is unchanged since the closure of the Wentworth Connections center, and is operated out of the Mark Wentworth Home on Pleasant Street. Transportation will continue to be operated by the Mark Wentworth Home.

The second category is the Adult Day program, which continues to be operated at the Parrott Avenue facility and will continue to be operated by the Mark Wentworth Home.

The final category is senior activities and programs, and it encompasses, primarily, the social activities available to seniors.

This report includes two appendices that list the existing activities and programs designed for seniors or available and of interest to senior participants. For a complete listing of these programs see *Appendix A, Directory of Senior Activities by Organization* and *Appendix B, Example Daily Event Schedule: June 2012*.

Figure 1 – Status of Major Programs & Services Offered at Parrott Avenue Place

Programs and Services	Currently Offered	Provider(s)	Location
Transportation Program	Yes	Wentworth Home DBA Wentworth Connections	Mark Wentworth Home
Adult Day Program	Yes	Wentworth Home DBA Wentworth Connections	Parrott Avenue
Senior Activities & Programs	Limited	Various	Various

In **Figure 1**, senior activities are noted as limited and not ended. While there is no drop-in location for seniors to participate in activities and daily senior lunches are not provided, many activities continue to be offered in other locations. In addition, without a coordinator, there has been little communication of where remaining activities are located. In many cases, the activities and programs offered at the Wentworth Connections Senior Center are operating in different locations. **Figure 2** describes the status of activities and services offered at Parrott Avenue Place prior to the closure of the facility.

Figure 2 – Status of Senior Activities & Services Previously Offered at Parrott Avenue Place

Programs and Services	Provider(s)	Location
Bingo	Volunteers	Margeson and Feaster Apartments
Knitting – Yarn Works!	Volunteers	Margeson Apartments
<i>RSVP Bone Builders</i> <i>Chair Yoga</i> <i>Line Dancing</i> <i>Tai Chi</i> <i>Strength and Balance</i>	Living Innovations	Living Innovations
Senior Issues Education	Various	Portsmouth Public Library/Variou
Senior Visiting Health Clinics	Various	Margeson Apartments
Senior Supper Club	Living Innovations	Living Innovations
Movies	City of Portsmouth	Portsmouth Public Library
Senior Trips	Various	Various
Information & Referrals	Becky May	ServiceLink

Additionally, in creating an inventory of the activities of interest to Portsmouth seniors, staff learned of various other opportunities available in Portsmouth. These activities are summarized in **Figure 3**.

Figure 3 – Additional Senior Activities in Portsmouth

Programs and Services	Provider(s)	Location
Blood Pressure Testing	Clipper Harbor	Margeson Apartments
Bridge	United Methodist Church	United Methodist Church
Continuing Education	Granite State College/OLLI	Various
Estate Planning	Portsmouth Housing Authority	Margeson Apartments
<i>No Bones About It</i> <i>Healthy Steps</i> <i>Balance Chi</i> <i>Yoga</i> <i>Fit to the Core</i>	Portsmouth Regional Hospital	Portsmouth Regional Hospital
<i>SilverSneakers</i> <i>Fit for Life</i> <i>Rusty Hinges</i> <i>Slow Motion Yoga</i> <i>Tai-Chi</i> <i>Gentle Pilates</i>	YMCA of Greater Manchester	Seacoast Family YMCA
Foot Care	Rockingham Visiting Nurse Association (RVA)	Margeson Apartments
Karaoke	Portsmouth Housing Authority	Margeson Apartments
Knitting	St. John’s Episcopal Church	St. John’s Episcopal Church
Meals on Wheels	Rockingham Meals on Wheels	Atlantic Heights
Monthly Senior Lunch	Families First	Community Campus
Trips	Northeast Prime Time Club	Various
Wii (Video Games)	Portsmouth Housing Authority	Margeson and Feaster Apartments

In addition to the activities above, **Figure 4** shows that the City offers activities operated both by the Portsmouth Public Library and the Recreation Department. With the addition of recreation fitness activities for seniors, there are at minimum, 25 fitness activities provided for senior citizens. The Portsmouth Public Library occasionally offers adult book discussions and seminars on senior issues. Some recent examples include Alzheimer’s and Property Tax Information for seniors.

Figure 4 – Activities for Seniors Sponsored by City of Portsmouth Departments

Programs and Services	Administrator(s)	Location
Adult Book Discussions	City of Portsmouth	Portsmouth Public Library
Adult Trips	City of Portsmouth	Various
Aquatic		
<i>Water Yoga & Fitness</i> <i>Aquacize</i> <i>Evening Aqua Fitness</i> <i>Senior Swim</i>	City of Portsmouth	Portsmouth Indoor Pool
Computer Classes	City of Portsmouth	Portsmouth Public Library
Knitting	City of Portsmouth	Portsmouth Public Library
Mah-jongg (Chinese Tile Game)	City of Portsmouth	Portsmouth Public Library
Senior Issues Education	City of Portsmouth	Portsmouth Public Library
Ground Fitness		
<i>Tai-Chi</i> <i>Spinning Class</i> <i>Fitness + 50</i> <i>Gerry Mullen’s Line Dancing</i> <i>Beginner Ballroom!</i>	City of Portsmouth	Spinnaker Point
Wii (Video Games)	City of Portsmouth	Portsmouth Public Library

Senior Transportation

Background of Senior Transportation Program

The City of Portsmouth has subsidized senior transportation for over 35 years. On April 1st, 1975, the City of Portsmouth transferred the Senior Citizens Center function over to the Portsmouth Housing Authority (PHA) with an annual subsidy of \$11,000. The following year, the City requested the PHA take over complete responsibility for the operation of the Senior Citizen Transportation Program due to PHA's ability to leverage Title XX funds from the State of New Hampshire. Additionally, the City would provide necessary matching funds and underwrite the cost for replacement vans when needed. Subsidies increased over time bringing the annual total to \$65,000.

According to the PHA, in 2008, the U.S. Department of Housing and Urban Development directed the PHA to no longer use HUD funds for social services, including senior transportation. In 2009, the Portsmouth Senior Center and Compass Care were in danger of being discontinued, thereby ending the transportation program for Portsmouth senior citizens. In response, the Mark Wentworth Home created Wentworth Connections, a comprehensive program for seniors that included senior transportation.

Wentworth Connections was the recipient of the \$65,000 annual subsidy for senior transportation in FY 2011. In July of 2011, Wentworth Connections informed the City the program has operated at a deficit. The City subsidy increased to \$125,000 in FY 2012.

Without the operation of the senior transportation program by the Mark Wentworth Home, the City could potentially bear all of the costs for the public component of senior transportation. Instead, the City has entered into a series of annual transportation agreements with the Mark Wentworth Home and the two have shared the cost of senior transportation. The most recent of these agreements covers the current fiscal year (FY 2013) and provides the Mark Wentworth Home \$125,000 for transportation.

City Ride-Along

On Monday, July 9th, a City staff member participated in a half-day ride-along on Wentworth Connections transportation to experience the process and collect information from seniors and disabled people. Several questions were asked about the process and general availability of the service. In the following sections below, the key information obtained from the ride-along is summarized.

1) *Description of the Service.*

Through subsidization by the City, transportation pricing is significantly lower than with taxicabs. The primary use of the service is to transport seniors and disabled people with medical needs to their appointments. Thus, trips are generally restricted to medical, pharmaceutical and shopping visits.

The transportation does not transport individuals to entertainment unless it is a planned social activity expressly for seniors or disabled people like Yarnworks and Bingo, for example.

2) *Schedule.*

The senior transportation service is available to the public from 8:00am to 4:00pm on Monday, Wednesday and Friday. It is solely available to Mark Wentworth Home residents during the same hours on Tuesday and Thursday.

Transportation is not available upon demand and must be scheduled by at least noon on the day prior to the trip. As there are only two vehicles available, attempting to schedule the day prior does not guarantee transportation. Users can book a ride a week prior to their journey. First time users must fill out paperwork in order to utilize the service.

On specific days, the van will stop at a specific supermarket. On Mondays, the van visits Hannaford's. On Wednesdays, the van visits Wal-Mart. Finally, there is a stop at Market Basket and Shaw's on Friday.

3) *Ridership.*

Of the individuals using the service during the ride-along, all seven had disabilities or medical issues of some kind. The individuals were also transported to doctor's appointments and medical programs at places like Portsmouth Regional Hospital, Seacoast Mental Health Center, Sports Medicine and Steppingstones, a program located at the Community Campus. In order to meet medical appointment times, one driver can typically handle a maximum of 4 pickups per hour.

4) *Pricing structure.*

In order to begin using the transportation, users must purchase a trip ticket with 20 rides. There are no daily passes or ride passes offered. People who are income eligible pay \$30 for a trip ticket provided that they fall below the monthly income limit (\$1,116 per month in income). This comes to \$1.50 per each one-way trip and \$3.00 for each roundtrip. Individuals making over this amount must pay \$50 for a trip ticket. This model comes to \$2.50 per each one-way trip and \$5.00 for each roundtrip. Medicaid will reimburse the cost on a variable rate per mile, but generally covers 100% of the transportation for the user.

5) *Comments and suggestions to City staff about transportation and senior/disabled services.*

All of the users expressed that they enjoyed the service, but wished it were available five days a week instead of just three. They noted that all of the changes occurring with senior services changed their routines in a way that made their lives more difficult. A dialysis patient, for example, may need daily transportation to a dialysis center. A disabled individual may not have a family member available in the daytime to transport them to the necessary appointments.

Routine is very important to users of the transportation, particularly to seniors who live in isolation from others. Some individuals indicated that Wentworth Connections is the only service available to help them. Others observed that the COAST bus does not drop people close enough to some medical office locations and that they have to walk far in order to reach their destination. These individuals indicated that this is especially difficult in winter.

COAST Bus Service

The COAST bus has stops on fixed routes at Living Innovations, several Portsmouth Housing Authority properties for seniors, the Community Campus and Portsmouth Regional Hospital. In addition, the COAST bus has several connections to other towns and cities on the seacoast where seniors may have medical or doctor's appointments.

Seniors aged 65 and older can apply for a half-fare discount online for COAST regular fixed routes. This means that on regional routes (1, 2, 6 & 7) seniors only need pay \$0.75 each way. On local Portsmouth routes (40 & 41), the cost is \$0.25 each way with the discount. After registration, seniors must present a form of identification and pay the bus driver in cash.

COAST ADA Paratransit Service

COAST ADA Paratransit is available for people with disabilities that prevent them from independently using the bus system. The service functions in a similar manner to Wentworth Connections transportation (curb-to-curb), operates during regular fixed-route service and within $\frac{3}{4}$ mile of a fixed-route. There is no half-price discount for this service and the cost is double the corresponding fixed-route cost. Individuals who need the service must qualify by contacting an ADA Coordinator with COAST. There is an application process with multiple steps, including an in-person interview, in order to qualify for the service.

Summary of Transportation Issues

This report recommends, adding an additional day of service to better meet the needs of Portsmouth seniors. Many seniors have been impacted by the decrease in the number of days that the service is offered and seniors and advocates have requested this expansion. Adding an additional day of service, would permit the Transportation Program to meet the key transportation needs of Portsmouth seniors more fully and would better ensure that seniors can access the existing, new and expanded activities that are, and will be, offered in the community during the 24-month period.

In addition, the Mark Wentworth Home has identified the need for a new Transportation van that will replace an existing van that has over 180,000 miles. This report recommends the City move forward with a cost-sharing agreement with the Mark Wentworth Home and to split the cost of the van, which is estimated to cost \$60,000. The cost to the City would be \$30,000.

IV. New & Expanded Programs Provided by City Departments

In preparing this report, the Recreation Department and Library Department reviewed existing program offerings of interest to seniors and examined new opportunities to provide services as a way to increase activities offered. An inventory of the many existing program offerings by each department is included in the previous section.

This section lists all new or expanded programs for seniors. The new and expanded services will be designed and run by existing City staff, including those serving on the program committee at the Portsmouth Public Library. The services will also be provided within current budget allocations for each Department.

In reviewing opportunities to expand program offerings to seniors, the Recreation and Library Departments considered the following issues:

- Current programming of interest to seniors;
- Times of day for convenient programs;
- Effectiveness of consistent program times;
- Variety vs. “known programs” or programs repeated regularly;
- Enriching programs vs. relaxing social opportunities;
- Cross-generational offerings;
- Transportation and parking;
- Group activities / individual services;
- Availability of meeting space; and
- Communication: Make sure seniors feel invited.



Portsmouth Public Library Programs

Below is a list of the new and expanded program offerings to seniors at the Portsmouth Public Library. Some existing programming is popular with seniors and the Portsmouth Public Library will work with the proposed senior services coordinator to market and expand participation.

Daytime Movies - *Levenson Room* (New)

- Classic Westerns
- Musicals
- Repeats of popular movies from the Thursday night series

Saturday Games

- Morning Mah Jongg from 10:00-12:00 - *Hilton Garden Inn Room*
- Drop-in Chess - *Lobby near Youth Services* (New)
- Afternoon Board Games from 1:00-3:00 - *Hilton Garden Inn Room* (New)
- Afternoon Wii - *Levenson Room*

Morning Medley, Wednesdays 9:30-11:30 *Room Varies with Program* (New)

- Needlework Group & Sewing Circle - *MacLeod Board Room*
- Book Discussions
- Current Events Discussions
- Share your Stories / Pictures
- Daytime Lectures (NHHC, OLLI)
- Poetry
- Genealogy
- Music
- Antiques
- Flower Arranging

One-on-One Device Assistance

- Currently scheduled at set times including daytime sessions

Computer Classes - *Hilton Garden Inn Room*

- Currently heavily attended by seniors

Grandparent / Grandchild Events

- Family Movies on Weekend Afternoons - *Levenson Room*
- Story Times (Grandparents often accompany grandchildren for Story Time. Advertise opportunity.) - *Story Time Room*

Outreach Ideas

- Book Discussions
- Technology Assistance at Senior Housing or Other Locations
- Deposit Collections in Senior Gathering Places (New)

Portsmouth Recreation Department Programs

The Portsmouth Recreation Department currently provides a myriad of services for senior citizens including, but not limited to, senior-only open swims, senior aquatic exercise, water yoga and pilates, senior-only fitness classes, land yoga and pilates, line dance, ballroom dance, Zumba, tai-chi and much more. All other classes offered by the department at the indoor pool and Spinnaker Point Recreation Center are open to visitors and members of all ages, including seniors.

Spinnaker Point boasts an annual membership of 500 senior members and the Indoor Pool has several hundred yearly senior members. Seniors have access to exercise 7 days a week. The rates are extremely reasonable at about \$2 per week for a senior citizen at both facilities.

The Recreation Department also offers approximately 16-20 trips per year for anyone, but most of the patrons have been seniors. The Department has transported many people throughout New England and beyond to locales such as Castle in the Clouds, New York City, Boston's Faneuil Hall, L.L. Bean, Christa McAuliffe Museum, JFK Library, Boston Flower Show, etc.

The Recreation Department has the facilities (Indoor Pool and Spinnaker Point) and the transportation (15 passenger mini-bus) to make additional opportunities affordable and convenient.

Below you will find a list of program possibilities. The proposed senior services coordinator and the Recreation Department would gauge interest in these activities. In proposing these activities, it was our intent to not duplicate any library-coordinated activities.

New Trips

- Fishing (lake, river or ocean)
- Concerts (Within the Portland to Boston Corridor)
- Comedy Clubs (Within the Portland to Boston Corridor)

New Activities

- Scrapbooking
- Tap Dancing
- Book Club
- Walking Club
- BINGO
- Arts and Crafts Programs
- Card Game Night (Day)
- Dances
- Board Game Night (Day)
- Karaoke Night (Day)
- Trivia Night (with prizes)

V. Communication of Senior Activities

Fostering awareness of senior activities is very important in achieving and managing a successful 24-month interim period. Program providers and individual seniors specifically mentioned the need to communicate about the existing activities available for seniors much more effectively. Below you will find a plan recommended for promoting the existing, new and expanded activities available to seniors.

The goal of a senior services coordinator would be to send the message that seniors have many activities available in the City of Portsmouth and that transportation is available for those who want or need it.

In order to meet this goal, the proposed coordinator would utilize the best available communication tools, which may include the newspaper, mailers, the City website, activity provider websites, and Channel 22.



Coordination

An interim senior services coordinator will be responsible for coordinating the delivery of information to seniors.

The coordinator will also develop relationships with seniors in Portsmouth. The City wants to ensure seniors' views on activities and services are being taken into account. These relationships will also help the development of a user-base for the communication of senior services.

The City proposes various methods, which can be utilized to meet the goal of better informing seniors and the wider community about activities and programs of interest.

- A. Publish activities monthly via all available communication tools through the use of a unified calendar/schedule of events. Assess the potential for utilizing social media outlets for promotion of special senior events, meals and trips.
- B. Distribute copies of both the unified calendar of events and directory of senior activities to key senior hotspots (e.g. Portsmouth Housing Authority complexes, Living Innovations, Families First) throughout the City. The coordinator will establish relationships with key providers to facilitate this process. The coordinator will also seek to have the schedule of activities included in relevant local print resources, including the Portsmouth Herald insert for seniors.
- C. Broadcast a PowerPoint presentation of key senior activities on Channel 22 television.
- D. Forge a strong partnership with ServiceLink. The coordinator will share the monthly schedule and continue to update ServiceLink on any changes to activity-based services for seniors.
- E. Develop a mechanism by which seniors are able to sign-up for an e-mail list or mailing list. The coordinator will create an easy-to-use database to facilitate simple distribution of information.
- F. Encourage participation by soliciting seniors to sign-up to the e-mail and mailing list.
- G. Create and mail a quarterly newsletter to highlight special senior events and programs. This quarterly newsletter can also be communicated on the City's website.
- H. Encourage activity coordinators at the various partner organizations to cross-promote other activities or meals.
- I. Evaluate ways to make information and materials regarding bus routes and stops accessible to seniors. Ensure that seniors are aware of a phone line available to ask for assistance with routes.
- J. Work collaboratively with the Mark Wentworth Home to make seniors aware of key activities for seniors needing transportation. In coordination with the Mark Wentworth Home, promote the additional day of service and encourage the utilization of the service to access activities and programs.
- K. Identify senior volunteers to offer new and innovative activities or to help with providing services.

Appendix A – Directory of Senior Activities

By Organization

Families First of the Greater Seacoast

100 Campus Drive, #12
Portsmouth, NH 03801
603-422-8208

Senior Luncheon

- Last Thursday of every month
- \$4.00 donation, with live entertainment occasionally (ex. Music)

Granite State College

51 International Drive
Portsmouth, NH 03801
603-332-8335

Trip/Experience-based Classes for the 50+ Population

- Varied per class fee
- Operates in Spring/Fall

Example Classes

- Entertainment
 - Films: Focus on Family
- History
 - Archeological Investigations at Strawberry Banke Museum
 - Underbelly Tour of Portsmouth
- Hobby
 - Rolling Green Nursery: Create & Carry it Home
 - Storytelling for Fun
- Life Planning
 - Family Love Letter
- Science/Aliens
 - Is Anybody Out There?
- Vocational
 - Commercial Shipping on the Piscataqua River

Great Bay Bridge Club

First United Methodist Church
129 Miller Avenue
Portsmouth, NH 03801
603-658-7083

Bridge (Card Games)

- Mondays from 10-2pm
- \$6.00 per person
- Refreshments provided

Living Innovations

1950 Lafayette Road
Portsmouth, NH 03801
603-430-5430

Supper Club

- 1st & 3rd Tuesday of every month, \$7.00, schedule may change at chef's request

Evidence-Based Fitness (\$2.00 per visit)

- RSVP Bone Builders
 - 2x per week, Monday & Thursday
- Strength & Balance
 - 1x per week, Tuesday
- Chair Yoga
 - 1x per week, Tuesday
- Line Dancing
 - 1x per week, Thursday
- Tai-Chi
 - 1x per week, Friday

Meals on Wheels

40 Bedford Way
 Portsmouth, NH 03801
 603-431-0561

Congregate lunch room for 40 seniors

- Monday - Friday at 11:30am, \$2.50 per meal suggested donation
- Reservations needed by 9:30am on the day prior to the meal

Northeast Prime Time Club

100 Borthwick Avenue
 Portsmouth, NH 03801
 603-422-9869

Age 50+ Senior Trips

- Prices vary & include tax, tips, transportation, tickets & meals

Sampling of Current Trips:

- Newburyport Harbor Cruise & Lunch
- Boothbay, Maine Eastern Railroad and More
- Twin Lobster Lunch & Show
- New England Patriots & Miami Dolphins
- New England Patriots Game & Bahamas Cruise

Portsmouth Housing Authority

Feaster Apartments
 140 Court Street
 Portsmouth, NH 03801
 603-436-4310

Margeson Apartments
 245 Middle Street
 Portsmouth, NH 03801
 603-436-4310

Bingo

- Held at Feaster Apartments on Monday, Wednesday, & Friday from 1pm-3pm
- Held at Margeson Apartments on Monday & Thursday from 5pm-8pm

Knitting

- Held at Margeson from 1pm-3pm

Life Planning, Health Presentations & Services

- Estate Planning

Footcare/Toenail Clipping

- Held occasionally on random dates

Reading Area

- Communal rooms at both Feaster & Margeson
- Includes a big screen TV with DVD

Karaoke & Wii System

- Sing a Long's with Bob Lima
- Margeson's area has a pool table

Portsmouth Public Library

175 Parrott Avenue
 Portsmouth, NH 03801
 603-427-1540

Computer Education Classes (Microsoft Office, Internet Applications, Etc.)

- Generally around 13 free classes per month

Movies

- Summer, biweekly from June 7 – August 23

Mah Jongg (Chinese Tile Game)

- Weekly on Saturdays, 10am – 12pm

Knit-Wits Knitting Group

- Weekly on Wednesdays 10am - 12pm

Wii Events (Video Games which are often enjoyed by seniors)

Adult Book Discussions

- As scheduled, typically beginning in fall

Museum Passes (discounted or free passes to various museums in New England)

- As available

Portsmouth Recreation

Portsmouth Indoor Pool

Andrew Jarvis Drive
Portsmouth, NH 03801
603-427-1546

Senior Resident Discount Membership at
\$20.00 per month, \$3.00 daily
Senior Swim

- Monday-Friday

Programs with Potential Senior Appeal
(All Programs except Children's Open to Seniors)

Water Yoga & Pilates

- 1x per week, Monday

Aquacize

- 3x per week, Tuesday-Thursday

Evening Aqua-Fitness

- 1x per week, Tuesday

Spinnaker Point

30 Spinnaker Way
Portsmouth, NH 03801
603-766-1485

Senior Resident Discount Membership at
\$7.50 per month, \$90 annually

Classes with Potential Senior Appeal
(All Programs are Open to Seniors)

Tai-Chi – \$90 members, \$95 non-members, 10 weeks

- Beginner on Thursdays, Intermediate on Tuesdays

Spinning Class - \$8 members, \$10 non-members

- 5x per week, Monday-Tuesday, Thursday-Saturday

Fitness + 50 - \$4 per class

- 2x per week, Tuesdays & Thursdays

Gerry Mullen's Line Dancing

- 1x per week, Tuesdays

Beginner Ballroom! - \$45, 6 weeks

- 1x per week, Wednesday

Recreation Department Adult Trips

- Generally 95% Senior Attendance
- Transportation - \$5.00 for residents, \$10 for nonresidents
- All other costs (food, event/museum admission, etc.) paid by participant
- Conducted as part of winter recreation program

Sampling of Trips:

- Cape Ann
- Castle in the Clouds
- Mt. Washington Cruise
- Salem Museums
- Faneuil Hall Marketplace
- Christa McAuliffe Planetarium
- LL Bean, Freeport, ME
- JFK Library
- Boston Flower Show
- Old Port, Portland, ME
- Kennebunk, ME
- New York City

Portsmouth Regional Hospital

333 Borthwick Avenue
Portsmouth, NH 03801
888-421-1080

Classes with Potential Senior Appeal
(\$60.00 for 10 classes, 11th class free)

No Bones About It for those with
Diagnosed Osteoporosis

- 2 classes a week, Monday & Wednesday

Healthy Steps

- 2 classes a week, Tuesday & Friday

Balance Chi

- 1 class per week, Tuesday

Yoga

- 1 class per week, Wednesday

Fit to the Core

- 1 class per week, Thursday

Seacoast Family YMCA

550 Peverly Hill Road
Portsmouth, NH 03801
603-431-2334

- Senior Discount Membership, Initial Fee of \$37.50, Monthly at \$40.00
- Financial Assistance Program

Classes with Potential Senior Appeal
(Included Free with Membership)

SilverSneakers

- 4x per week, Monday-Tuesday, Thursday-Friday

Fit for Life

- 1x per week, Wednesday

Rusty Hinges/Rusty Hinges on Land

- 4x per week, Monday, Wednesday-Friday

Slow Motion Yoga

- 1x per week, Friday

Tai-Chi

- 1x per week, Sunday

Gentle Pilates

- 1x per week, Monday

St. John's Episcopal Church

101 Chapel Street
Portsmouth, NH 03801
603-778-2357

Common Table Lunch

- 1x per week, Thursdays
- Donation-based
- Yearly fundraiser for the lunches

Knitting

- Available every other Wednesday from 1:00pm-3:00pm

Sewing Crafts

- Available on the third Thursday of every month from 1:00pm-3:00pm

Discounts & Free Admission

Bowl O' Rama

599 Lafayette Road, #16
Portsmouth, NH 03801
603-436-0504

Bowling

- Senior League in Fall/Winter Season
- Senior Discount Pricing
- Monday – Friday, 9:30am-4:30pm, \$2.50 per game, 65+

Great Bay Community College

320 Corporate Drive
Portsmouth, NH 03801
603-427-7600

Education

- 50% off discount per class discount for seniors

Moffatt-Ladd Garden

Moffatt-Ladd House & Garden
154 Market Street
Portsmouth, NH 03801
603-436-8221

Museum

- Free/donation-based admission
- Generally inexpensive events

Pease Golf Course

200 Grafton Road
Portsmouth, NH 03801
603-433-1331

Golfing

- Senior Discount Pricing, \$34 for 18 holes, \$20 for 9 holes
- Available All Day Monday-Thursday
- Available after 1:00pm Friday-Sunday

Portsmouth Athenaeum

9 Market Square
Portsmouth, NH 03801
603-431-2538

Museum

- Free/donation-based admission
- Generally inexpensive events

Portsmouth Museum of Art

1 Harbour Place
Portsmouth, NH 03801
603-436-0332

Museum

- Free/donation-based admission
- Generally inexpensive events

Rundlet-May House

Rundlet-May House
346 Middle Street
Portsmouth, NH 03801
603-436-3205

Museum

- Free/donation-based admission
- Generally inexpensive events

Appendix B – Example Daily Event Schedule June 2012

Friday, June 1, 2012

Time	Event	Location	Description
7:30am-8:25am	Slow Motion Yoga	YMCA	Fitness
9:00am-10:00am	Spinning Class	Spinnaker Point	Fitness
9:00am-10:00am	Rusty Hinges	YMCA	Fitness
10:00am-11:00am	Tai-Chi	Living Innovations	Fitness
10:30am-12:00pm	Senior Swim	Portsmouth Indoor Pool	Fitness
11:15am-12:10pm	Silver Sneakers	YMCA	Fitness
1:00pm-3:00pm	Bingo	Feaster Apartments	Entertainment
1:00pm-3:00pm	YarnWorks	Margeson Apartments	Arts & Crafts
2:30pm-3:30pm	Healthy Steps	Portsmouth Regional	Fitness

Saturday, June 2, 2012

Time	Event	Location	Description
8:00am-8:55am	Tai-Chi	YMCA	Fitness
8:00am-9:00am	Spinning Class	Spinnaker Point	Fitness
10:00am-12:00pm	Mahjong	Library	Entertainment

Sunday, June 3, 2012

There are no events scheduled for this date.

Monday, June 4, 2012

Time	Event	Location	Description
6:10am-7:10am	Spinning Class	Spinnaker Point	Fitness
8:00am-8:55am	Gentle Pilates	YMCA	Fitness
8:30am	No Bones About It	Portsmouth Regional	Fitness
8:45am-9:45am	Water Yoga & Pilates	Portsmouth Indoor Pool	Fitness
9:00am-10:00am	Rusty Hinges	YMCA	Fitness
10:00am-2:00pm	Bridge	1 st United Methodist Church	Entertainment
11:00am-12:00pm	Senior Swim	Portsmouth Indoor Pool	Fitness
11:15am-12:10pm	Silver Sneakers	YMCA	Fitness
1:00pm-2:00pm	RSVP Bone Builders	Living Innovations	Fitness
1:00pm-3:00pm	Bingo	Feaster Apartments	Entertainment
5:00pm-8:00pm	Bingo	Margeson Apartments	Entertainment
6:00pm-7:00pm	Spinning Class	Spinnaker Point	Fitness

Tuesday, June 5, 2012

Time	Event	Location	Description
7:10am-8:10am	Spinning Class	Spinnaker Point	Fitness
9:00am-9:45am	Fitness +50	Spinnaker Point	Fitness
10:00am-11:00am	Strength & Balance	Living Innovations	Fitness
10:30am-11:30am	Healthy Steps	Portsmouth Regional	Fitness
10:30am-12:00pm	Senior Swim	Portsmouth Indoor Pool	Fitness
11:00am-12:00pm	Aquacize	Portsmouth Indoor Pool	Fitness

11:15am-12:15pm	Silver Sneakers	YMCA	Fitness
11:30am-12:30pm	Balance Chi	Portsmouth Regional	Fitness
1:00pm-3:00pm	Gerry Mullen's Line Dancing	Spinnaker Point	Fitness
1:15pm-2:00pm	Chair Yoga	Living Innovations	Fitness
4:30pm Start	Supper Club	Living Innovations	Senior Meals
6:00pm-6:45pm	Intermediate Tai-Chi	Spinnaker Point	Fitness
6:00pm-7:00pm	Evening Aqua-Fitness	Portsmouth Indoor Pool	Fitness
6:45pm-7:30pm	Intermediate Tai-Chi	Spinnaker Point	Fitness

Wednesday, June 6, 2012

Time	Event	Location	Description
9:00am-10:00am	Rusty Hinges	YMCA	Fitness
9:00am-10:00am	No Bones About It	Portsmouth Regional	Fitness
10:00am-11:30am	Digital Cameras	Library	Education
10:00am-12:00pm	Knit-Wits Knitting Group	Library	Arts & Crafts
10:30am-12:00pm	Senior Swim	Portsmouth Indoor Pool	Fitness
11:00am-12:00pm	Aquacize	Portsmouth Indoor Pool	Fitness
11:15am-12:10pm	Fit For Life	YMCA	Fitness
1:00pm-3:00pm	Bingo	Feaster Apartments	Entertainment
4:15pm-5:00pm	Yoga	Portsmouth Regional	Fitness
6:00pm-8:00pm	Beginner Ballroom!	Spinnaker Point	Fitness

Thursday, June 7, 2012

Time	Event	Location	Description
9:00am-9:45am	Fitness +50	Spinnaker Point	Fitness
9:00am-10:00am	Rusty Hinges	YMCA	Fitness
9:00am-10:00am	Line Dancing	Living Innovations	Fitness
10:00am-11:00am	Beginner Tai-Chi	Spinnaker Point	Fitness
10:30am-12:00pm	Senior Swim	Portsmouth Indoor Pool	Fitness
11:00am-12:00pm	Aquacize	Portsmouth Indoor Pool	Fitness
11:15am-12:15pm	Silver Sneakers	YMCA	Fitness
12:00pm-1:00pm	Common Table Lunch	St. John's Episcopal	Senior Meals
1:00pm-2:00pm	RSVP Bone Builders	Living Innovations	Fitness
5:00pm-8:00pm	Bingo	Margeson Apartments	Entertainment
6:00pm-7:00pm	Spinning Class	Spinnaker Point	Fitness
6:30pm-8:56pm	Film – The Iron Lady	Library	Entertainment

Friday, June 8, 2012

Time	Event	Location	Description
7:30am-8:25am	Slow Motion Yoga	YMCA	Fitness
9:00am-10:00am	Spinning Class	Spinnaker Point	Fitness
9:00am-10:00am	Rusty Hinges	YMCA	Fitness
10:00am-11:00am	Tai-Chi	Living Innovations	Fitness
10:00am-11:30am	E-Mail Class	Library	Education
10:30am-12:00pm	Senior Swim	Portsmouth Indoor Pool	Fitness
11:15am-12:10pm	Silver Sneakers	YMCA	Fitness
1:00pm-3:00pm	Bingo	Feaster Apartments	Entertainment
1:00pm-3:00pm	YarnWorks	Margeson Apartments	Arts & Crafts

2:30pm-3:30pm Healthy Steps Portsmouth Regional Fitness

Saturday, June 9, 2012

Time	Event	Location	Description
8:00am-8:55am	Tai-Chi	YMCA	Fitness
8:00am-9:00am	Spinning Class	Spinnaker Point	Fitness
10:00am-12:00pm	Mahjong	Library	Entertainment

Sunday, June 10, 2012

There are no events scheduled for this date.

Monday, June 11, 2012

Time	Event	Location	Description
6:10am-7:10am	Spinning Class	Spinnaker Point	Fitness
8:00am-8:55am	Gentle Pilates	YMCA	Fitness
8:30am-9:30am	No Bones About It	Portsmouth Regional	Fitness
8:45am-9:45am	Water Yoga & Pilates	Portsmouth Indoor Pool	Fitness
9:00am-10:00am	Rusty Hinges	YMCA	Fitness
10:00am-11:30am	Microsoft Word Class	Library	Education
10:00am-2:00pm	Bridge	1 st United Methodist Church	Entertainment
11:00am-12:00pm	Senior Swim	Portsmouth Indoor Pool	Fitness
11:15am-12:10pm	Silver Sneakers	YMCA	Fitness
1:00pm-2:00pm	RSVP Bone Builders	Living Innovations	Fitness
1:00pm-3:00pm	Bingo	Feaster Apartments	Entertainment
5:00pm-8:00pm	Bingo	Margeson Apartments	Entertainment
5:30pm-7:30pm	Alzheimer's Education	Library	Life Planning/Education
6:00pm-7:00pm	Spinning Class	Spinnaker Point	Fitness

Tuesday, June 12, 2012

Time	Event	Location	Description
ALL DAY	Lexington/Concord Trip	Northeast Prime Time Club	Leisure Travel
7:10am-8:10am	Spinning Class	Spinnaker Point	Fitness
9:00am-9:45am	Fitness +50	Spinnaker Point	Fitness
10:00am-11:00am	Strength & Balance	Living Innovations	Fitness
10:00am-11:30am	Computer Basics	Library	Education
10:30am-11:30am	Healthy Steps	Portsmouth Regional	Fitness
10:30am-12:00pm	Senior Swim	Portsmouth Indoor Pool	Fitness
11:00am-12:00pm	Aquacize	Portsmouth Indoor Pool	Fitness
11:15am-12:15pm	Silver Sneakers	YMCA	Fitness
11:30am-12:30pm	Balance Chi	Portsmouth Regional	Fitness
1:00pm-3:00pm	Gerry Mullen's Line Dancing	Spinnaker Point	Fitness
1:15pm-2:00pm	Chair Yoga	Living Innovations	Fitness
6:00pm-6:45pm	Intermediate Tai-Chi	Spinnaker Point	Fitness
6:00pm-7:00pm	Evening Aqua-Fitness	Portsmouth Indoor Pool	Fitness
6:30pm-8:30pm	Alternative Medicine Lecture	Library	Education
6:45pm-7:30pm	Intermediate Tai-Chi	Spinnaker Point	Fitness

Wednesday, June 13, 2012

Time	Event	Location	Description
9:00am-10:00am	Rusty Hinges	YMCA	Fitness
9:00am-10:00am	No Bones About It	Portsmouth Regional	Fitness
10:00am-12:00pm	Property Tax Relief Class	Library	Life Planning/Education
10:00am-12:00pm	Knit-Wits Knitting Group	Library	Arts & Crafts
10:30am-12:00pm	Senior Swim	Portsmouth Indoor Pool	Fitness
11:00am-12:00pm	Aquacize	Portsmouth Indoor Pool	Fitness
11:15am-12:10pm	Fit For Life	YMCA	Fitness
1:00pm-3:00pm	Knitting	St. John's Episcopal	Arts & Crafts
1:00pm-3:00pm	Bingo	Feaster Apartments	Entertainment
4:15pm-5:00pm	Yoga	Portsmouth Regional	Fitness
4:30pm-6:00pm	Portsmouth Poet Laureate	Library	Entertainment
6:00pm-8:00pm	Beginner Ballroom!	Spinnaker Point	Fitness
7:00pm-8:30pm	Downloadable Audio/eBooks	Library	Education

Thursday, June 14, 2012

Time	Event	Location	Description
9:00am-9:45am	Fitness +50	Spinnaker Point	Fitness
9:00am-10:00am	Rusty Hinges	YMCA	Fitness
9:00am-10:00am	Line Dancing	Living Innovations	Fitness
10:00am-11:00am	Beginner Tai-Chi	Spinnaker Point	Fitness
10:30am-12:00pm	Senior Swim	Portsmouth Indoor Pool	Fitness
11:00am-12:00pm	Aquacize	Portsmouth Indoor Pool	Fitness
11:15am-12:15pm	Silver Sneakers	YMCA	Fitness
12:00pm-1:00pm	Common Table Lunch	St. John's Episcopal	Senior Meals
1:00pm-2:00pm	RSVP Bone Builders	Living Innovations	Fitness
3:00pm-4:00pm	Excel Basics	Library	Education
5:00pm-8:00pm	Bingo	Margeson Apartments	Entertainment
6:00pm-7:00pm	Reiki Healing Circle	Portsmouth Regional	Fitness
6:00pm-7:00pm	Spinning Class	Spinnaker Point	Fitness
6:30pm-7:30pm	Bariatric Information Sessions	Portsmouth Regional	Education

Friday, June 15, 2012

Time	Event	Location	Description
7:30am-8:25am	Slow Motion Yoga	YMCA	Fitness
9:00am-10:00am	Spinning Class	Spinnaker Point	Fitness
9:00am-10:00am	Rusty Hinges	YMCA	Fitness
10:00am-11:00am	Tai-Chi	Living Innovations	Fitness
10:30am-12:00pm	Senior Swim	Portsmouth Indoor Pool	Fitness
11:15am-12:10pm	Silver Sneakers	YMCA	Fitness
1:00pm-3:00pm	Bingo	Feaster Apartments	Entertainment
1:00pm-3:00pm	YarnWorks	Margeson Apartments	Arts & Crafts
2:30pm-3:30pm	Healthy Steps	Portsmouth Regional	Fitness
3:00pm-4:30pm	Intermediate Excel	Library	Education

Saturday, June 16, 2012

Time	Event	Location	Description
8:00am-8:55am	Tai-Chi	YMCA	Fitness
8:00am-9:00am	Spinning Class	Spinnaker Point	Fitness
10:00am-12:00pm	Mahjong	Library	Entertainment

Sunday, June 17, 2012

There are no events scheduled for this date.

Monday, June 18, 2012

Time	Event	Location	Description
6:10am-7:10am	Spinning Class	Spinnaker Point	Fitness
8:00am-8:55am	Gentle Pilates	YMCA	Fitness
8:30am-9:30am	No Bones About It	Portsmouth Regional	Fitness
8:45am-9:45am	Water Yoga & Pilates	Portsmouth Indoor Pool	Fitness
9:00am-10:00am	Rusty Hinges	YMCA	Fitness
10:00am-11:30am	Microsoft Word Pt. 2 Class	Library	Education
10:00am-2:00pm	Bridge	1 st United Methodist Church	Entertainment
11:00am-12:00pm	Senior Swim	Portsmouth Indoor Pool	Fitness
11:15am-12:10pm	Silver Sneakers	YMCA	Fitness
1:00pm-2:00pm	RSVP Bone Builders	Living Innovations	Fitness
1:00pm-3:00pm	Bingo	Feaster Apartments	Entertainment
5:00pm-8:00pm	Bingo	Margeson Apartments	Entertainment
5:30pm-7:30pm	Alzheimer's Education	Library	Life Planning/Education
6:00pm-7:00pm	Spinning Class	Spinnaker Point	Fitness
6:00pm-7:30pm	ChiME	Library	Spirituality

Tuesday, June 19, 2012

Time	Event	Location	Description
7:10am-8:10am	Spinning Class	Spinnaker Point	Fitness
9:00am-9:45am	Fitness +50	Spinnaker Point	Fitness
10:00am-11:00am	Strength & Balance	Living Innovations	Fitness
10:00am-11:30am	Facebook Class	Library	Education
10:30am-11:30am	Healthy Steps	Portsmouth Regional	Fitness
10:30am-12:00pm	Senior Swim	Portsmouth Indoor Pool	Fitness
11:00am-12:00pm	Aquacize	Portsmouth Indoor Pool	Fitness
11:15am-12:15pm	Silver Sneakers	YMCA	Fitness
11:30am-12:30pm	Balance Chi	Portsmouth Regional	Fitness
1:00pm-3:00pm	Gerry Mullen's Line Dancing	Spinnaker Point	Fitness
1:15pm-2:00pm	Chair Yoga	Living Innovations	Fitness
3:00pm-4:30pm	PowerPoint Basics	Library	Education
4:30pm Start	Supper Club	Living Innovations	Senior Meals
6:00pm-6:45pm	Intermediate Tai-Chi	Spinnaker Point	Fitness
6:00pm-7:00pm	Evening Aqua-Fitness	Portsmouth Indoor Pool	Fitness
6:45pm-7:30pm	Intermediate Tai-Chi	Spinnaker Point	Fitness

Wednesday, June 20, 2012

Time	Event	Location	Description
9:00am-10:00am	Rusty Hinges	YMCA	Fitness
9:00am-10:00am	No Bones About It	Portsmouth Regional	Fitness
10:00am-11:30am	Intermediate Word	Library	Education
10:00am-12:00pm	Knit-Wits Knitting Group	Library	Arts & Crafts
10:30am-12:00pm	Senior Swim	Portsmouth Indoor Pool	Fitness
11:00am-12:00pm	Aquacize	Portsmouth Indoor Pool	Fitness
11:15am-12:10pm	Fit For Life	YMCA	Fitness
1:00pm-3:00pm	Bingo	Feaster Apartments	Entertainment
4:15pm-5:00pm	Yoga	Portsmouth Regional	Fitness
6:00pm-8:00pm	Beginner Ballroom!	Spinnaker Point	Fitness

Thursday, June 21, 2012

Time	Event	Location	Description
9:00am-9:45am	Fitness +50	Spinnaker Point	Fitness
9:00am-10:00am	Rusty Hinges	YMCA	Fitness
9:00am-10:00am	Line Dancing	Living Innovations	Fitness
10:00am-11:00am	Beginner Tai-Chi	Spinnaker Point	Fitness
10:30am-12:00pm	Senior Swim	Portsmouth Indoor Pool	Fitness
11:00am-12:00pm	Aquacize	Portsmouth Indoor Pool	Fitness
11:15am-12:15pm	Silver Sneakers	YMCA	Fitness
12:00pm-1:00pm	Common Table Lunch	St. John's Episcopal	Senior Meals
1:00pm-2:00pm	RSVP Bone Builders	Living Innovations	Fitness
1:00pm-3:00pm	Sewing Crafts	St. John's Episcopal	Arts & Crafts
5:00pm-8:00pm	Bingo	Margeson Apartments	Entertainment
6:00pm-7:00pm	Spinning Class	Spinnaker Point	Fitness
6:30pm-8:36pm	Film – Carnage	Library	Entertainment

Friday, June 22, 2012

Time	Event	Location	Description
7:30am-8:25am	Slow Motion Yoga	YMCA	Fitness
9:00am-10:00am	Spinning Class	Spinnaker Point	Fitness
9:00am-10:00am	Rusty Hinges	YMCA	Fitness
10:00am-11:00am	Tai-Chi	Living Innovations	Fitness
10:30am-12:00pm	Senior Swim	Portsmouth Indoor Pool	Fitness
11:15am-12:10pm	Silver Sneakers	YMCA	Fitness
1:00pm-3:00pm	Bingo	Feaster Apartments	Entertainment
1:00pm-3:00pm	YarnWorks	Margeson Apartments	Arts & Crafts
2:30pm-3:30pm	Healthy Steps	Portsmouth Regional	Fitness

Saturday, June 23, 2012

Time	Event	Location	Description
8:00am-8:55am	Tai-Chi	YMCA	Fitness
8:00am-9:00am	Spinning Class	Spinnaker Point	Fitness
10:00am-12:00pm	Mahjong	Library	Entertainment

Sunday, June 24, 2012

There are no events scheduled for this date.

Monday, June 25, 2012

Time	Event	Location	Description
6:10am-7:10am	Spinning Class	Spinnaker Point	Fitness
8:00am-8:55am	Gentle Pilates	YMCA	Fitness
8:30am-9:30am	No Bones About It	Portsmouth Regional	Fitness
8:45am-9:45am	Water Yoga & Pilates	Portsmouth Indoor Pool	Fitness
9:00am-10:00am	Rusty Hinges	YMCA	Fitness
10:00am-2:00pm	Bridge	1 st United Methodist Church	Entertainment
11:00am-12:00pm	Senior Swim	Portsmouth Indoor Pool	Fitness
11:15am-12:10pm	Silver Sneakers	YMCA	Fitness
1:00pm-2:00pm	RSVP Bone Builders	Living Innovations	Fitness
1:00pm-3:00pm	Bingo	Feaster Apartments	Entertainment
3:00pm-4:30pm	Internet Class	Library	Education
5:00pm-8:00pm	Bingo	Margeson Apartments	Entertainment
6:00pm-7:00pm	Spinning Class	Spinnaker Point	Fitness

Tuesday, June 26, 2012

Time	Event	Location	Description
7:10am-8:10am	Spinning Class	Spinnaker Point	Fitness
9:00am-9:45am	Fitness +50	Spinnaker Point	Fitness
10:00am-11:00am	Strength & Balance	Living Innovations	Fitness
10:30am-12:00pm	Senior Swim	Portsmouth Indoor Pool	Fitness
10:30am-11:30am	Healthy Steps	Portsmouth Regional	Fitness
11:00am-12:00pm	Aquacize	Portsmouth Indoor Pool	Fitness
11:15am-12:15pm	Silver Sneakers	YMCA	Fitness
11:30am-12:30pm	Balance Chi	Portsmouth Regional	Fitness
1:00pm-3:00pm	Gerry Mullen's Line Dancing	Spinnaker Point	Fitness
1:15pm-2:00pm	Chair Yoga	Living Innovations	Fitness
3:00pm-4:30pm	Intermediate PowerPoint	Library	Education
6:00pm-6:45pm	Intermediate Tai-Chi	Spinnaker Point	Fitness
6:00pm-7:00pm	Evening Aqua-Fitness	Portsmouth Indoor Pool	Fitness
6:45pm-7:30pm	Intermediate Tai-Chi	Spinnaker Point	Fitness

Wednesday, June 27, 2012

Time	Event	Location	Description
9:00am-10:00am	Rusty Hinges	YMCA	Fitness
9:00am-10:00am	No Bones About It	Portsmouth Regional	Fitness
10:00am-12:00pm	Knit-Wits Knitting Group	Library	Arts & Crafts
10:30am-12:00pm	Senior Swim	Portsmouth Indoor Pool	Fitness
11:00am-12:00pm	Aquacize	Portsmouth Indoor Pool	Fitness
11:15am-12:10pm	Fit For Life	YMCA	Fitness
1:00pm-3:00pm	Bingo	Feaster Apartments	Entertainment
1:00pm-3:00pm	Knitting	St. John's Episcopal	Arts & Crafts
4:15pm-5:00pm	Yoga	Portsmouth Regional	Fitness
6:00pm-8:00pm	Beginner Ballroom!	Spinnaker Point	Fitness

Thursday, June 28, 2012

Time	Event	Location	Description
9:00am-9:45am	Fitness +50	Spinnaker Point	Fitness
9:00am-10:00am	Rusty Hinges	YMCA	Fitness
9:00am-10:00am	Line Dancing	Living Innovations	Fitness
10:00am-11:00am	Beginner Tai-Chi	Spinnaker Point	Fitness
10:30am-12:00pm	Senior Swim	Portsmouth Indoor Pool	Fitness
11:00am-12:00pm	Aquacize	Portsmouth Indoor Pool	Fitness
11:15am-12:15pm	Silver Sneakers	YMCA	Fitness
12:00pm-1:00pm	Common Table Lunch	St. John's Episcopal	Senior Meals
12:00pm-1:30pm	Senior Luncheon	Families First	Senior Meals
1:00pm-2:00pm	RSVP Bone Builders	Living Innovations	Fitness
5:00pm-8:00pm	Bingo	Margeson Apartments	Entertainment
6:00pm-7:00pm	Spinning Class	Spinnaker Point	Fitness

Friday, June 29, 2012

Time	Event	Location	Description
7:30am-8:25am	Slow Motion Yoga	YMCA	Fitness
9:00am-10:00am	Spinning Class	Spinnaker Point	Fitness
9:00am-10:00am	Rusty Hinges	YMCA	Fitness
10:00am-11:00am	Tai-Chi	Living Innovations	Fitness
10:30am-12:00pm	Senior Swim	Portsmouth Indoor Pool	Fitness
11:15am-12:10pm	Silver Sneakers	YMCA	Fitness
1:00pm-3:00pm	Bingo	Feaster Apartments	Entertainment
1:00pm-3:00pm	YarnWorks	Margeson Apartments	Arts & Crafts
2:30pm-3:30pm	Healthy Steps	Portsmouth Regional	Fitness

Saturday, June 30, 2012

Time	Event	Location	Description
8:00am-8:55am	Tai-Chi	YMCA	Fitness
8:00am-9:00am	Spinning Class	Spinnaker Point	Fitness
10:00am-12:00pm	Mahjong	Library	Entertainment
1:00pm-2:00pm	Wii Event	Library	Entertainment

Appendix C – Senior Demographic Fact Sheet ⁽¹⁾⁽²⁾⁽³⁾

Population

- *Portsmouth's senior population is slightly higher than the senior population for the state.*

POPULATION	
State of New Hampshire	
<i>Non-Senior Population</i>	1,138,202
<i>Aged 65 - Older</i>	178,268
TOTAL POPULATION	1,316,470
City of Portsmouth	
<i>Non-Senior Population</i>	17,928
<i>Aged 65 - Older</i>	3,305
TOTAL POPULATION	21,233
Portsmouth Seniors by Gender	
MALE	1,298
FEMALE	2,007

Income & Households

- *Nearly 30% of Portsmouth seniors make less than \$20,000 in household income per year.*
- *Approximately 7% of Portsmouth seniors are living below the poverty level.*
- *Almost 34% of Portsmouth seniors live alone.*
- *43% of Portsmouth seniors own their own home, 23% rent living space. This is twice the rate of homeownership among the non-senior population.*
- *Approximately 9% of all Portsmouth seniors live in group facilities.*

INCOME & HOUSEHOLDS*		
Income in Households	Total Senior	Total Non-Senior
<i>Less than \$10,000</i>	150	555
<i>\$10,000 to \$14,999</i>	166	167
<i>\$15,000 to \$19,999</i>	250	159
<i>\$20,000 to \$29,999</i>	208	555
<i>\$30,000 to \$49,999</i>	495	1220
<i>\$50,000 to \$74,999</i>	392	1586
<i>\$75,000 to \$99,999</i>	133	1140
<i>\$100,000 or More</i>	257	2494
TOTAL BY HOUSEHOLDER	2051	7876
Poverty Status	Total Senior	Total Non-Senior
<i>Below Poverty Level</i>	214	1725
<i>At or Above Poverty Level</i>	2687	15825
TOTAL SENIOR/NON-SENIOR	2901	17550

2012 POVERTY LEVEL								
Family Size	1	2	3	4	5	6	7	8
100% of Income	\$11,170	\$15,130	\$19,090	\$23,050	\$27,010	\$30,970	\$34,930	\$38,890

1 – Data is provided by the U.S. Census Bureau from two sources: the 2010 Census and the 3-Year and the 5-Year 2008-2010 American Community Survey (ACS) Estimates. Population data will vary dependent upon the source used and the relevant measure of data. ACS data is noted with an asterix (*).

2 – U.S. Census population data for Portsmouth reflects a change made by the U.S. Census Bureau following the release of data. This data will not be updated on the U.S. Census Bureau database online.

3 – The term “senior”, unless otherwise specified, refers to seniors aged 65 and older. Some characteristics are available only for seniors aged 65 and older.

Appendix C – Senior Demographic Fact Sheet ⁽¹⁾⁽²⁾⁽³⁾

INCOME & HOUSEHOLDS		
Households	Total Senior	Total Non-Senior
<i>Owner Occupied</i>	1431	3708
<i>Renter Occupied</i>	765	4110
TOTAL OCCUPIED HOUSEHOLDS	2196	7818
<i>Skilled Nursing Facilities</i>	263	3
<i>Juvenile Facilities</i>	0	15
<i>Other Non-institutional Facilities</i>	16	148
TOTAL LIVING IN GROUP QUARTERS	279	166
<i>Householder Living Alone*</i>	1110	2557
TOTAL LIVING ALONE*	1110	2557

Health & Welfare

- Nearly 40% of Portsmouth seniors have one or more disabilities.
- Ambulatory difficulties (disabilities of which the use of the upper and lower body are limited) are the largest source of Portsmouth senior disabilities.
- Approximately 2% of households with one or more people aged 60 or older received food stamps.

HEALTH & WELFARE*	
Health & Welfare	Total Number
HEALTH INSURANCE (Age 65+)	
TOTAL WITH PRIVATE INSURANCE	2208
TOTAL WITH PUBLIC INSURANCE	2830
DISABILITY STATUS (Age 65+)	
<i>With one disability</i>	436
<i>With two or more disabilities</i>	679
TOTAL WITH A DISABILITY	1115
TOTAL WITHOUT A DISABILITY	1786
<i>With a Hearing Disability</i>	474
<i>With a Vision Disability</i>	326
<i>With a Cognitive Difficulty</i>	297
<i>With an Ambulatory Difficulty</i>	755
<i>With a Self-Care Difficulty</i>	205
<i>With an Independent Living Difficulty</i>	413
TOTAL WITH DISABILITY (BY TYPE)	1115
FOOD STAMPS/SNAP	
<i>Under 60 households receiving food stamps</i>	511
<i>Households with one or more people 60 or older</i>	69
TOTAL HOUSEHOLDS RECEIVING FOOD STAMPS	442

1 – Data is provided by the U.S. Census Bureau from two sources: the 2010 Census and the 3-Year and the 5-Year 2008-2010 American Community Survey (ACS) Estimates. Population data will vary dependent upon the source used and the relevant measure of data. ACS data is noted with an asterisk (*).

2 – U.S. Census population data for Portsmouth reflects a change made by the U.S. Census Bureau following the release of data. This data will not be updated on the U.S. Census Bureau database online.

3 – The term “senior”, unless otherwise specified, refers to seniors aged 65 and older. Some characteristics are available only for seniors aged 65 and older.

Appendix C – Senior Demographic Fact Sheet ⁽¹⁾⁽²⁾⁽³⁾

Employment, Education & Other Status

- *Approximately 23% of Portsmouth seniors worked in the last 12 months.*
- *Over 30% of Portsmouth seniors are veterans.*
- *Nearly 2/3^{ds} of Portsmouth seniors were born in another state.*

EMPLOYMENT, EDUCATION & OTHER STATUS*	
Employment, Education & Other Status	Total Number
EMPLOYMENT (Age 65 +)	
<i>Worked in the Past 12 Months</i>	762
<i>Did Not Work in the Past 12 Months</i>	2332
TOTAL SENIORS	3094
TRANSPORTATION TO WORK (Age 60 +)	
<i>Car, truck or van - drove alone</i>	1053
<i>Car, truck or van - carpooled</i>	56
<i>Public transportation (exl. Taxicabs)</i>	0
<i>Walked</i>	0
<i>Taxicab, Motorcycle, Bicycle or Other Means</i>	22
<i>Worked at Home</i>	113
TOTAL SENIORS	1244
PLACE OF BIRTH (Age 60 +)	
<i>New Hampshire</i>	1287
<i>Another State</i>	2533
<i>Native, but Born Outside the Country</i>	15
<i>Foreign Born</i>	247
TOTAL SENIORS	4082
VETERAN STATUS (Age 65 +)	
<i>Veteran</i>	941
<i>Nonveteran</i>	2153
TOTAL SENIORS	3094
EDUCATIONAL ATTAINMENT (Age 65 +)	
<i>Less than 9th Grade</i>	173
<i>9th to 12th Grade, No Diploma</i>	158
<i>High School Graduate, GED or Alternative</i>	1260
<i>Some College, No Degree</i>	543
<i>Associate's Degree</i>	154
<i>Bachelor's Degree</i>	333
<i>Graduate or Professional Degree</i>	473
TOTAL SENIORS	3094

1 – Data is provided by the U.S. Census Bureau from two sources: the 2010 Census and the 3-Year and the 5-Year 2008-2010 American Community Survey (ACS) Estimates. Population data will vary dependent upon the source used and the relevant measure of data. ACS data is noted with an asterix (*).

2 – U.S. Census population data for Portsmouth reflects a change made by the U.S. Census Bureau following the release of data. This data will not be updated on the U.S. Census Bureau database online.

3 – The term “senior”, unless otherwise specified, refers to seniors aged 65 and older. Some characteristics are available only for seniors aged 65 and older.

Appendix C – Senior Demographic Fact Sheet

Addendum 1 – Assisted Housing

- *Subsidized housing is approximately 9% of Portsmouth’s housing stock.*
- *Portsmouth is home to 18% of all subsidized elderly housing for Rockingham and Strafford counties combined.*
- *51% of Portsmouth assisted housing is targeted toward seniors.*

ASSISTED HOUSING (2008 BLUE RIBBON COMMITTEE ON HOUSING)			
Housing Development	Owner	Target Population	Number of Assisted Units
Gosling Meadows	PHA	Family	124
Woodbury Manor	PHA	Senior	40
State Street	PHA	Senior	12
Pleasant Street	PHA	Senior	8
Feaster	PHA	Senior	100
Margeson Apartments	PHA	Senior	137
Wamesit Place	PHA	Family	100
Cottage Senior Housing	PHA	Senior	20
Lafayette School	PHA	Senior	10
Portsmouth Apartments	Private	Senior	48
Keefe House	Private	Senior	58
Bedford Way Apartments	Private	Senior	30
Osprey Landing	Private	Family	167
Betty’s Dream	Private	Special Needs	24
Residential Opportunities	Private	Special Needs	12
Great Bay Residential Facility	Private	Special Needs	12
TOTAL			902 Units
TOTAL NON-SENIOR UNITS			439 Units (49%)
TOTAL SENIOR UNITS			463 Units (51%)

Appendix C – Senior Demographic Fact Sheet ⁽⁴⁾

Addendum 2 – Area Population of Portsmouth & Contiguous Towns

- The term “Portsmouth & Contiguous Towns” includes the towns of Greenland, New Castle, Newington, and Rye.

POPULATION		
City of Portsmouth		
<i>Male</i>		1,892
<i>Female</i>		2,677
TOTAL POPULATION AGED 60+		4,569
TOTAL PORTSMOUTH POPULATION		21,233
Town of Greenland		
<i>Male</i>		351
<i>Female</i>		391
TOTAL POPULATION AGED 60+		742
TOTAL NEWINGTON POPULATION		3,549
Town of New Castle		
<i>Male</i>		194
<i>Female</i>		206
TOTAL POPULATION AGED 60+		400
TOTAL NEW CASTLE POPULATION		968
Town of Newington		
<i>Male</i>		87
<i>Female</i>		99
TOTAL POPULATION AGED 60+		186
TOTAL NEWINGTON POPULATION		753
Town of Rye		
<i>Male</i>		702
<i>Female</i>		789
TOTAL POPULATION AGED 60+		1,491
TOTAL RYE POPULATION		5,298
Portsmouth & Contiguous Towns		
<i>Male</i>		3,226
<i>Female</i>		4,162
TOTAL POPULATION AGED 60+		7,388
TOTAL POPULATION OF PORTSMOUTH & CONTIGUOUS TOWNS		31,801

4 – Data for Area Population of Portsmouth and Contiguous Towns is provided by the U.S. Census Bureau from the 2010 Census.

Appendix C – Senior Demographic Fact Sheet

Addendum 3 – Senior Housing Inventory

PORTSMOUTH HOUSING AUTHORITY				
Property Name	Property Address	Managed/Owned	Age Restrictions	# of Housing Units
Bedford Way Apartments	40 Bedford Way	PHA Owned & Managed (Limited Partnership)	Senior* & Younger Disabled	30
Cottage Senior Housing	8 Junkins Avenue	PHA Owned & Managed (Limited Partnership)	Senior	20
Feaster Apartments	140 Court Street	PHA Owned & Managed	Senior & Younger Disabled	100
Lafayette School Senior Apartments	100 Lafayette Road	PHA Owned & Managed (Limited Partnership)	Senior	10
Margeson Apartments	245 Middle Street	PHA Owned & Managed	Senior & Younger Disabled	137
Pleasant Street	444 Pleasant Street	PHA Owned & Managed	Senior & Younger Disabled	8
State Street	940 State Street	PHA Owned & Managed	Senior & Younger Disabled	12
Woodbury Manor	Manor Drive	PHA Owned & Managed	Senior & Disabled	40
Section 8 Vouchers used by Senior Tenants (not in developments)	Various Private Addresses	Section 8 Program	None	34
TOTAL				391

PRIVATE HOUSING				
Property Name	Property Address	Owner/Manager	Age Restrictions	# of Housing Units
Keefe House	20 Islington Street	Desaulnier Steele LLC / EastPoint Properties	Senior	58
Portsmouth Apartments	263 Miller Avenue	Portsmouth Place Apartments LLC	Senior & Younger Disabled	48
TOTAL				106

PRIVATE ASSISTED LIVING AND LONG TERM CARE (NURSING HOMES)									
Property Name	Property Address	Managed/Owned	Total Beds	Assisted Living	Independent Living	Dementia	Long Term Care	Skilled Rehab	Licensed Beds
Edgewood Centre	928 South Street	Edgewood Manor Inc.	140				115	25	156
Mark Wentworth Home	346 Pleasant Street	Mark H. Wentworth Home for Chronic Invalids	71	71					104
Clipper Harbor Care & Rehab Center	188 Jones Avenue	Sunbridge Healthcare	138	18	18	48	26	28	102
Victorian Heights	936 South Street	South Street Residential Care LLC	14	14					16
TOTAL			225	103	18	48	141	53	378

Appendix D – Report Methodology

Beginning in June 2012 after the completion of the report by the Greater Portsmouth Area Senior Center Project steering committee and consultant, a committee made up of City staff carried out research in preparation for this report, including the activities listed below.

- Read the Greater Portsmouth Area Senior Center Project Recommendations and Report;
- Attended the May 30th forum on the Report held at the Community Campus;
- Compiled an inventory of existing senior programs and activities currently available to Portsmouth Seniors;
- Researched the background of senior services, including transportation services, in Portsmouth and
- Conducted a half-day ride along on the senior transportation van and interviewed participants.

In addition to the activities above, the staff committee conducted several interviews about senior services in Portsmouth with various stakeholders representing key entities and organizations.

May 30, 2012	Public Forum on Senior Steering Committee Report Release
June 19, 2012	Meeting with Bill Henson, Mark Wentworth Home
June 25, 2012	Meeting with Neal Ouellett, Living Innovations Meeting with Helen Taft, Families First of the Greater Seacoast
June 28, 2012	Meeting with Bobbie Williams, YMCA
June 29, 2012	Meeting with Joe Couture, Portsmouth Housing Authority (PHA)
July 6, 2012	Discussion with Caren Gallagher, Meals on Wheels
July 9, 2012	½ Day Ride-along on Wentworth Connections Transportation Meeting with Judith Bunnell, PHA and NH Association of Senior Centers Discussion with Jeremy LaRose, COAST
July 16, 2012	Becky May, ServiceLink
July 19, 2012	Meeting with Maureen Arsenault, National Institute of Senior Centers
July 30, 2012	Meeting with Cynthia Shanley, former director of Senior Center
August 20, 2012	Report Delivery and Council Presentation

CITY COUNCIL MEETING

MUNICIPAL COMPLEX
DATE: MONDAY, AUGUST 6, 2012

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

At 6:00 p.m., an Anticipated "Non-Meeting" with Counsel was held regarding Negotiations - RSA: 91-A:2, I (b-c).

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

Mayor Spear called the meeting to order at 7:00 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 Kennedy led the Pledge of Allegiance to the Flag.

MAYOR'S AWARD – Howard Mangold, Channel 22 Producer

Howard Mangold, Channel 22 Producer, was presented with a Mayor's Award and gift by Mayor Spear in recognition of him filming City Council and various meetings during the last 12 years. Howard accepted the Mayor's Award and gift with appreciation and thanks.

PROCLAMATION

1. National Night Out – Deputy Police Chief Dubois

Councilor Smith read a Proclamation declaring Tuesday, August 7, 2012 as National Night Out in Portsmouth. Deputy Chief Dubois accepted the Proclamation from Mayor Spear and the City Council with thanks and appreciation.

V. ACCEPTANCE OF MINUTES – JULY 16, 2012

Councilor Coviello moved to approve and accept the minutes of the July 16, 2012 City Council meeting. Seconded by Councilor Novelline Clayburgh and voted.

VI. PUBLIC COMMENT SESSION

Liz Wright, Art-Speak, requested that the City Council approve their request for funding to cover the cost of printing 5,000 brochures to disseminate information from the recently completed 2011 American for the Arts Economic Prosperity Survey.

Barbara DeStefano spoke in support of the changes to parking and the increase in off-street parking. She stated that she resides at Portwalk condominiums and sees the number of vehicles that use the Portwalk surface lot as well as the City's parking garage. She indicated the need for a new parking garage to handle the number of vehicles that come into the City of Portsmouth.

Steve Alie spoke regarding his perspective of the need for a parking garage as a merchant. He stated that the City needs to provide parking for the individuals that come into this City.

Harold Whitehouse spoke regarding the need for another look at the Connie Bean Center. He said that the public wants to take a look at the building being made into the new senior center. He suggested a report be done on the costs involved for the installation of an elevator and a sprinkler system.

Shaun Rafferty spoke regarding the Connie Bean Center and how it sits at a gateway into the City. He said there is a need for the City to preserve this building. He also indicated that the residents have a right to know what the height and design of the building will be if it is sold.

VI. PUBLIC HEARING

CONSOLIDATED PARKING SUPPLY AND DEMAND OMNIBUS ORDINANCES:

- A. 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. ORDINANCE AMENDING CHAPTER 7, ARTICLE IV, SECTION 7.402 – OFF-STREET PARKING AREAS - AREA ESTABLISHED, DESIGNATED – 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 ON THIS ORDINANCE WOULD ALLOW THE CITY COUNCIL TO SET THE PARKING RATE BY VOTE OF THE COUNCIL. IT IS ANTICIPATED THAT THE COUNCIL WOULD THEN SET THE RATE 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. 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 A MAXIMUM OF TWO HOURS. THIS RATE”, REMAINING LANGUAGE UNCHANGED FROM EXISTING. (ADOPTION OF THIS ORDINANCE WOULD CONSOLIDATE THE ORDINANCE PROVISIONS RELATING TO THE RATE FOR PARKING IN ON-STREET AND OFF-STREET LOTS.)

Public Works Director Parkinson provided a brief presentation to the City Council on the proposed ordinance amendments. He reported that the proposed ordinances were brought forward as a result of work session and meeting with the City’s Parking Consultant, John Burke. He outlined the changes for each of three ordinances.

City Attorney Sullivan spoke to setting the fee for the parking garage. He advised the City Council that the fee could be set during the budget process or any other time the City Council gives the authorization.

Public Works Director Parkinson reported that these ordinance amendments do not address way-finding signs or another parking structure.

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

Doug Bates, President of the Greater Portsmouth Chamber of Commerce, stated that people are strongly opposed to the Sunday parking enforcement which was previously adopted by the City Council. He said he feels the \$1.50 fee per hour for off-street lots is too low. He would like the City Council to look at lowering the price for the 4 hour parking zones. He thanked the City council for working on changes to the ordinance and stated at the end of the day it is about maintaining the balance that we have in the City.

Bob Hassold stated that a 2 hour limit at the meters makes it difficult for people to have lunch downtown or enough time for people to browse the shops. He spoke opposed to Sunday parking enforcement and said that the City Council needs to eliminate that.

Steve Alie spoke opposed to increasing parking rates to \$1.50 because the higher parking fees have reduced the patronage of stores.

Natalie Hassold said she wants people visiting her store to have a memorable experience and having a bad parking experience is the worst thing that can happen to a customer. She stated that she is conflicted with going to \$1.50 for parking. She would like the City to look into the meters accepting bills. She also recommended that the parking garage fee be increased to \$1.00 per hour. Ms. Hassold suggested that an analysis be done between the \$1.50 at all metered spots and in off-street lots, \$1.00 for the parking garage and no meter enforcement on Sundays. She also suggested that the City sit and meet with merchants and restaurant owners to get their feed back.

Liz Wright said Sunday parking is a concern for her. She said things are quieter on Sundays in the downtown now. She stated that there is a perception that the parking garage is not safe for women who are alone and the City needs to change that perception.

Bob Hassold stated that the first hour free in the parking garage is a mistake. He said it will not mean anything to the average person.

Ron Zolla stated that there are some recommendations in the ordinances that would have unintended consequences. He said in the last few years it looks like we have doubled parking fees on the street. He stated raising fees to \$1.50 will deter people from coming to the downtown and this will not be revenue. Mr. Zolla suggested creating a card for local residents that would be \$20.00 with the first two hours free.

Todd Saunders suggested that the City Council consider alternate driving methods for transportation. He also spoke in support of the installation of additional bike racks because there are not enough in the City.

Steve Alie said he agrees with Mr. Zolla's comments. He said increased fees will drive people away and there is no reason to raise the fees now.

After three calls and no further speakers, Mayor Spear declared the public hearing closed.

Councilor Lown moved to suspend the rules in order take up Item XII. A.3. - Request from Art-Speak Re: Brochure Funds. Seconded by Councilor Coviello and voted.

City Manager Bohenko reported that this will fund the printing of 5,000 brochures. He also stated that this would be a great document to send out to businesses looking to relocate to the City of Portsmouth.

Assistant Mayor Lister moved to approve the request with the funds coming from UDAG resources. Seconded by Councilor Smith and voted.

VII. CONSIDERATION OF RESOLUTIONS AND ORDINANCES

Consolidated Parking Supply and Demand Omnibus Ordinances:

- A. Second reading of Ordinance 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. Second 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 this ordinance would allow the City Council to set the parking rate in the parking garage by vote of the Council. It is anticipated that the Council would then set the rate 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. Second 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. (Adoption of this ordinance would consolidate the ordinance provisions relating to the rate for parking in on-street and off-street lots.)

Assistant Mayor Lister moved to pass second reading and hold third and final reading for consolidated Parking Supply and Demand Ordinances A thru C for the August 20, 2012 City Council meeting, as presented. Seconded by Councilor Coviello.

Councilor Kennedy said she feels that the pay and display meters need to accept bills. City Manager Bohenko stated that the manufacturer does not recommend that because of the cold climate that we live in.

Public Works Director Parkinson said the manufacturer said the humidity and cold temperatures will cause jamming of the meters with placing bills into the system.

Mayor Spear stated as we increase rates the challenge of paying becomes difficult with only using coins.

Councilor Smith said he is opposed to the motion and the increase of \$1.50 for the meters. He sees this as a tax increase and such an increase in this economy is wrong. He recommended increasing the parking tickets from \$10.00 to \$15.00.

Councilor Dwyer stated that the City needs a second parking garage and that this is to stop the congestion and to get people to use the garage and allow for flexibility.

Councilor Thorsen said the intent of the work session was to balance our system and not reduce our revenues. He said he does not support raising the rates but rather to increase the hours from 2 hours to 3 hours. He suggested installing placards to urge people to use the garage. He also spoke in support of eliminating Sunday fees and said the Council should do that.

Councilor Lown said he would support the ordinance. He stated his opposition to the first hour in the parking garage being free but he would vote to pass the ordinance and move to third and final reading. He added that these ordinances are a result of a great deal of thought.

Assistant Mayor Lister said we need to be flexible with the plan and listen to the downtown merchants. He said he does not support the increase of 2 hour meters to 3 hours. He also stated that the Council should eliminate Sunday parking but he would support the increase in parking tickets.

Councilor Coviello said the goal is to improve the efficiency of parking downtown. He said we have heard several times from the Parking and Transportation Planners that we need to try these items and if they don't work, we change the ordinances.

Councilor Kennedy said she is concerned that the pay and display meters do not accept bills. She said the reason we are doing this is to get people to park in the garage. She also expressed her opposition with Sunday parking.

Councilor Novelline Clayburgh spoke in support of the motion and the ordinances. She said if changes are needed we can make future amendments. She stated that it is time for the City Council to act and make a decision.

Councilor Coviello said the \$54,000.00 should be given to the Economic Development Commission for marketing in the off season.

Councilor Smith moved to amend Section 7.102 – Parking Meter Zones – rate for parking at all metered spots on City streets and in off-street lots from \$1.50 per hour to \$1.00. Seconded by Councilor Thorsen.

Councilor Thorsen said he seconded the motion to allow for adjustments and address Sunday parking. He said he would support the entire omnibus with this amendment.

Councilor Dwyer said this would not be revenue neutral taking away the Sunday parking requirement.

Councilor Lown said Councilor Dwyer is correct, the City would lose over \$400,000.00 in parking revenues.

Councilor Novelline Clayburgh said she would not support the amendment.

Councilor Kennedy said she does not support the amendment. She supports Sunday parking enforcement from January to May.

On a roll call vote 4-5, motion to amend Section 7.102 – Parking Meter Zones – rate for parking at all metered spots on City streets and in off-street lots from \$1.50 per hour to \$1.00 *failed* to pass. Assistant Mayor Lister, Councilors Kennedy, Smith and Thorsen voted in favor. Councilors Coviello, Novelline Clayburgh, Lown, Dwyer and Mayor Spear voted opposed.

Councilor Dwyer said this process started with merchants and many of the changes came from that group. She said peoples' views are changing. She also stated that none of the meters use dollar bills, not because staff hasn't researched this matter, but because the weather changes causes jamming.

On a roll call 6-3, voted to pass main motion. Assistant Mayor Lister, Councilors Coviello, Novelline Clayburgh, Lown, Dwyer and Mayor Spear voted in favor. Councilors Kennedy, Smith and Thorsen voted opposed.

- D. Third and final 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 Non-residential Uses
 - Eliminate the Option to make a Payment in Lieu of providing Requirement Off-Street Parking

Councilor Lown moved to pass third and final reading of the proposed Ordinance, as presented. Seconded by Assistant Mayor Lister.

Councilor Dwyer moved to suspend the rules in order to allow for an amendment at third reading. Seconded by Councilor Smith.

On a roll call 6-3, voted to suspend the rules in order to allow for an amendment at third reading. Assistant Mayor Lister, Councilors Kennedy, Novelline Clayburgh, Dwyer, Smith and Thorsen voted in favor. Councilors Coviello, Lown and Mayor Spear voted opposed.

Councilor Kennedy moved to amend Section 10.1115 – Off-Street Parking Provisions in the Downtown Overlay District to Change the Hotel or Motel Parking Requirements to Require .75 to 1.0 Parking Spaced per Guest Room. Seconded by Councilor Smith.

Councilor Kennedy said she has had enough residents come forward asking for this amendment that she is bring the matter forward. She said there needs to be parking on the premise.

Councilor Lown said by requiring 1.0 you would have to designate hotel lots that would be half emptied.

On a roll call 2-7 vote, motion to amend Section 10.1115 – Off-Street Parking Provisions in the Downtown Overlay District to Change the Hotel or Motel Parking Requirements to Require .75 to 1.0 Parking Spaces per Guest Room *failed* to pass. Councilors Kennedy and Novelline Clayburgh voted in favor. Assistant Mayor Lister, Councilors Coviello, Lown, Dwyer, Smith, Thorsen and Mayor Spear voted opposed.

Councilor Thorsen said we are eliminating the Board of Adjustment from taking a payment in lieu of.

Councilor Coviello said you have this issue either way; we are not left with enough money to build a parking spot.

Councilor Coviello moved the main motion. Seconded by Councilor Novelline Clayburgh and voted.

Main motion passed.

X. CONSENT AGENDA

A MOTION WOULD BE IN ORDER TO ADOPT THE CONSENT AGENDA

- A. *Acceptance of Donations Re: Welcome Home, Iraq Veterans Parade
- Martin A. & Carmen Cameron - \$100.00
 - Portsmouth Professional Fire Officers Association - \$150.00
 - Portsmouth Fire Fighters Local No. 1313 - \$150.00
 - Rotary Club of Portsmouth - \$500.00

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

- B. *Acceptance of Donations to the Coalition Legal Fund
- Town of New Castle - \$500.00
 - Town of Sugar Hill - \$500.00
 - Town of Hampton - \$1,500.00

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

- C. Letter from Sister Mary Agnes, St. Charles Children's Home, requesting permission to hold the Annual 5K Road Race at the Pease International Tradeport on September 3, 2012 at 9:00 a.m. (***Anticipated action – move to refer to the City Manager with power***)
- D. Letter from Catherine Edison, Community Child Care Center, requesting permission to hold the 2nd Annual 5K Run for the Kids to benefit Community Child Care Center of Portsmouth on Saturday, October 13, 2012 from 7:00 a.m. – Noon at the Community Campus (*Approved on December 20, 2011 – Change of Route*) (***Anticipated action – move to refer to the City Manager with power***)
- E. Request for License from Sally Chan, owner of Apsara for property located at 130 Congress Street for 2 projecting signs on a new bracket (***Anticipated action – move to accept the recommendation of the Planning Director with the aforementioned stipulations and approve the request of Sally Chan, owner of Apsara for 2 projecting signs at property located at 130 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***
- F. Request for License from Joe Kelly, owner of Thirsty Moose Taphouse for property located at 21 Congress 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 Joe Kelly, owner of Thirsty Moose Taphouse for 1 projecting sign at property located at 21 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***
- G. Request for License from Jack Wolthen, owner of The Stone Pony for property located at 76 Congress 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 Jack Wolthen, owner of The Stone Pony for 1 projecting sign at property located at 76 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***

Councilor Coviello moved to adopt the Consent Agenda. Seconded by Councilor Smith and voted.

XI. PRESENTATION & CONSIDERATION OF WRITTEN COMMUNICATIONS & PETITIONS

- A. Letter from Christina Mirasolo, Destination Partners Inc, requesting permission to place a red carpet from The Hilton Garden Inn Entryway Doors, across the sidewalk, crossing High Street, and along the sidewalk up to The 100 Club on Saturday, August 18, 2012 from 5:45 p.m. – 6:45 p.m. for the Liberty Life Assurance Company “Red Carpet Roll-Out” event

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

- B. Letter from Barbara Allen, McNabb Properties, Ltd, requesting a license to place totes for trash and recycling at the rear of the building located at 10 Pleasant Street (Me & Ollie's) against the wall

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

- C. Letter from Alan Keith, Connors Cottage, requesting permission to hold a "Sidewalk Sale" on Saturday, August 11, 2012 from 8:00 a.m. – 1:00 p.m. in the front of the building (south side)

Councilor Lown moved to refer to the City Manager with power. Seconded by Councilor Novelline Clayburgh and voted.

- D. Letter from Kristen Costa, New Hampshire Motor Speedway, requesting permission to park their RV in Market Square on Wednesday, August 15, 2012 at 2:30 p.m. for a 20 minute sidewalk rally with Sprint Cup driver Jeff Burton

Councilor Lown moved to the City Manager with power. Seconded by Councilor Novelline Clayburgh.

Councilor Kennedy stated that she is concerned with the event because we have made other events move to the Vaughan Mall.

City Manager Bohenko said the requestor wanted this event in Market Square and that is why it is before the Council.

Councilor Dwyer asked about the amplification part of the request. City Manager Bohenko said we have not allowed such events in the square.

Councilor Novelline Clayburgh moved to amend the motion to have the event take place in the Vaughan Mall. Seconded by Councilor Kennedy and voted.

Main motion passed as amended. Councilor Coviello voted opposed.

XII. REPORTS AND COMMUNICATIONS FROM CITY OFFICIALS

A. CITY MANAGER

- 1. Report Back Re: Zoning Ordinance Amendment to Expand Downtown Overlay

Councilor Smith moved to postpone consideration of first reading until the September 4, 2012 City Council meeting. Seconded by Assistant Mayor Lister and voted.

- 2. Sale or Long-term Ground Lease Re: 143 Daniel Street (Connie Bean Center)
(tabled from July 16, 2012 City Council meeting)

City Manager Bohenko reported that this item was tabled from the July 16, 2012 City Council meeting. He referred to the memorandum attached from the City Attorney. He said that the court has released restrictions on the property by the Attorney General's Office.

The City Council has two options before them with a sale or long term ground lease for the Connie Bean Center.

Councilor Lown moved to authorize the City Manager to sell the Connie Bean Center with the appropriate historical covenants. Seconded by Councilor Novelline Clayburgh.

Councilor Lown said he respects that residents are feeling as though we are losing history by selling the building. He spoke regarding retaining the outside facade of the building and that selling will maximize tax revenue.

Councilor Dwyer spoke opposed to the sale of the building and feels a ground lease is the best way to go.

Councilor Smith moved to postpone and have the City Manager report back with the cost of making the building into a senior center. Seconded by Councilor Kennedy.

Councilor Lown reported that Mark McNabb who owns a number of properties downtown and has rehabbed many buildings said it would be a minimum of \$3,000,000.00 to rehab the building.

Councilor Kennedy stated that she supports the motion because she is against the sale of the building.

Assistant Mayor Lister said he appreciates Councilor Smith bringing forward this motion and feels the discussion is reminiscent of the middle school.

On a roll call vote 2-7, motion to postpone failed to pass. Councilors Kennedy and Smith voted in favor. Assistant Mayor Lister, Councilors Coviello, Novelline Clayburgh, Lown, Dwyer, Thorsen and Mayor Spear voted opposed.

Councilor Kennedy said she does not want to tie the hands of future Councils. She also indicated that she would like to look at a lease.

Councilor Lown said the right of first refusal is a good thing to think about but a City can take a piece of property at any time through the eminent domain process.

Councilor Dwyer said if we are thinking about right of first refusal or eminent domain that shows that there is some value to the building.

Councilor Smith said he would oppose the motion and feels the City needs to continue to make sure we have covered all bases.

On a roll call 5-4, voted to pass main motion. Councilors Coviello, Novelline Clayburgh, Lown, Thorsen and Mayor Spear voted in favor. Assistant Mayor Lister, Councilors Kennedy, Dwyer and Smith voted opposed.

At 9:20 p.m., Mayor Spear declared a brief recess. At 9:30 p.m., Mayor Spear called the meeting back to order.

4. Disposal of Surplus Vehicles/Equipment

City Manager Bohenko reported that there are currently 18 vehicles/equipment for disposal.

Councilor Lown moved to authorize the City Manager to proceed with the disposal of surplus vehicles/equipment through the sealed bid process. Seconded by Councilor Smith.

Councilor Kennedy asked about placing these items on the web. City Manager Bohenko Stated that we would need to change the ordinance to do that.

Motion passed.

5. Polling Hours for September 11, 2012 State Primary Election

City Clerk Barnaby requested that the City Council approve the recommended polling hours of 8:00 a.m. – 7:00 p.m. for the September 11, 2012 State Primary Election.

Councilor Smith moved to set the polling hours from 8:00 a.m. – 7:00 a.m. for the September 11, 2012 State Primary Election. Seconded by Councilor Novelline Clayburgh and voted.

City Manager Informational Item #2 – Removal of Board of Adjustment (BOA) Member

City Attorney Sullivan reviewed his memorandum on the removal of a Board of Adjustment member. The City Council would need to hold a public hearing and make a determination whether the board member has provided any of the reasons outlined in the memorandum for removal. The City Council would provide written findings of fact. He also indicated that he would advise that the actions be made naming the member and reason for considering removal.

Assistant Mayor Lister moved that the City Council establish a three (3) member subcommittee with the members appointed by the Mayor to conduct an inquiry into reported acts of misconduct by Board of Adjustment member Robin Rousseau and to report back to the full City Council as to what, if any, action should be taken by the City Council. Seconded by Councilor Coviello.

Councilor Smith asked if the Board of Adjustment member is part of the process. City Attorney Sullivan said the process is informal and preliminary to any action taken by the City Council. Councilor Smith cautioned the Council on how this could affect someone's reputation.

Councilor Thorsen said he would not support the motion.

Councilor Dwyer said that this is research and fact finding which would look at things that have already been made public via the meeting being broadcast as well as the minutes.

Councilor Coviello said he has heard many things and the Subcommittee will look into the matter and provide a report back to the City Council.

Councilor Kennedy said that she is concerned because it is affecting the reputation.

Councilor Novelline Clayburgh said she would support the motion and she has heard and read some of the things that have occurred and she wants to know the facts.

Councilor Coviello asked Mayor Spear if he has had a chance to speak with Ms. Rousseau. Mayor Spear reported that Ms. Rousseau would not speak with him but sent an e-mail stating she would not resign from the Board of Adjustment.

Councilor Thorsen stated that the facts are public and does not know what facts we would find that have not already been made. He said the facts are public.

On a roll call 7-2, voted that the City Council establish a three (3) member subcommittee with the members appointed by the Mayor to conduct an inquiry into reported acts of misconduct by Board of Adjustment member Robin Rousseau and to report back to the full City Council as to what, if any, action should be taken by the City Council. Assistant Mayor Lister, Councilors Coviello, Novelline Clayburgh, Lown, Dwyer, Smith and Mayor Spear voted in favor. Councilors Kennedy and Thorsen voted opposed.

B. MAYOR SPEAR

1. Appointment to be Considered:

Mayor's Blue Ribbon Committee on Sustainable Practices

- Andrew (Drew) Stadterman to the Committee on Sustainable Practices

The City Council considered the appointment of Andrew (Drew) Stadterman to the Committee on Sustainable Practices which will be voted on at the August 20, 2012 City Council meeting.

2. Appointments to be Voted:

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

Councilor Coviello moved to reappoint Lisa DeStefano and Jeff Landry to the Building Code Board of Appeals until July 1, 2017. Seconded by Assistant Mayor Lister and voted.

Recreation Board

- Carl F. Diemer Reappointment to the Recreation Board

Assistant Mayor Lister moved to reappoint Carl Diemer to the Recreation Board until April 1, 2015. Seconded by Councilor Coviello and voted.

Mayor's Blue Ribbon Committee on Sustainable Practices

- Nathan Alger to the Committee on Sustainable Practices

Councilor Coviello moved to appoint Nathan Alger to the Mayor's Blue Ribbon Committee on Sustainable Practices. Seconded by Assistant Mayor Lister and voted.

3. *Parking Garage Selection Committee

- Appointment of Councilors Coviello, Novelline Clayburgh and Dwyer

Mayor Spear announced that Councilors Coviello, Novelline Clayburgh and Dwyer will be serving on the Parking Garage Selection Committee with findings to be concluded by October 1, 2012.

4. Subcommittee on Removal of Board of Adjustment (BOA) Member (Not on Agenda)

Mayor Spear announced that the three (3) member subcommittee will be made up of Mayor Spear, Assistant Mayor Lister and Councilor Lown.

Councilor Smith asked the City Attorney if there is a conflict of interest with Mayor Spear serving on the Subcommittee. City Attorney Sullivan said the Subcommittee is not authorized to take action but to report back to the full City Council and he does not feel it triggers any conflict.

Councilor Dwyer announced that the term of the use for public parking at the Portwalk surface lot is expiring. City Attorney Sullivan reported that Portwalk has provided notice that they would be terminating the public parking at the surface lot.

D. COUNCILOR LOWN

1. *Bike Friendly Community

Councilor Lown said he would like the City of Portsmouth to be listed as a Bicycle Friendly Community. He spoke to the different levels of a “bicycle friendly community” and stated that there are only 3 communities in New England on the list. Councilor Lown announced that Peter Britz, Sustainability Coordinator would be making a Presentation at the October 27, 2012 City Council Retreat on the City of Portsmouth being listed as a Bike Friendly Community in New England.

E. COUNCILOR SMITH

1. Valet License Atlantic Parking (Green Monkey)

Councilor Smith reported that this would be an extension of the license for valet parking at the Green Monkey.

Councilor Smith moved to refer to the City Manager with power for signature. Seconded by Councilor Dwyer.

Councilor Kennedy said we need to remind people to keep off the street and one the road to oncoming traffic.

Motion passed.

2. Valet License Atlantic Parking (The Common Man)

Councilor Smith moved to refer to the City Manager with power for signature. Seconded by Assistant Mayor Lister and voted.

3. Parking and Traffic Safety Committee Action Sheet and Minutes of July 12, 2012

Councilor Smith moved to approve and accept the action sheet and minutes of the July 12, 2012 Parking and Traffic Safety meeting. Seconded by Councilor Dwyer and voted. Councilor Kennedy voted opposed.

Councilor Coviello stated that the ordinance to establish the Parking and Traffic Safety Committee he believes indicated that the Council Representative would serve as the Chair temporarily and asked if a new Chair needs to be appointed.

Councilor Smith said that he would check with City Attorney Sullivan and report back.

XIII. MISCELLANEOUS/UNFINISHED BUSINESS

Middle School Crosswalk Installation (Not on Agenda)

Councilor Dwyer requested that the Parking and Traffic Safety Committee look into the installation of crosswalks on the opposite side of the Middle School due to the construction.

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

At 10:00 p.m., Councilor Smith 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/CNHNC
City Clerk

**LEGAL NOTICE
CITY OF PORTSMOUTH
CITY COUNCIL
PORTSMOUTH, NEW HAMPSHIRE**

NOTICE IS HEREBY GIVEN that a hearing will be held before the Portsmouth City Council, in the Eileen Dondero Foley City Council Chambers, Municipal Complex, 1 Junkins Avenue, Portsmouth, NH, on August 20, 2012 at 7:00 PM. The purpose of the hearing is to receive public comment on the Petition of Commerce Way LLC for a Conditional Layout of the existing, privately owned Commerce Way, a complete reconstruction of the road and a Betterment Assessment, based upon linear feet of road frontage, to be charged against certain properties abutting or served by the reconstructed road in accordance with RSA 231:28-33. Said property is shown on Assessor Plan 216 and lies within the Office Research District. At the hearing, the applicant will present to the Council, the details of the proposed construction, and estimated costs thereof, and the anticipated Betterment Assessment to be charged to each affected owner. The public is welcome to come and comment.

KELLI L. BARNABY, CMC/CNHMC
CITY CLERK

<p>LEGAL NOTICE CITY OF PORTSMOUTH CITY COUNCIL PORTSMOUTH, NEW HAMPSHIRE</p> <p>NOTICE IS HEREBY GIVEN that a hearing will be held before the Portsmouth City Council, in the Eileen Dondero Foley City Council Chambers, Municipal Complex, 1 Junkins Avenue, Portsmouth, NH, on August 20, 2012 at 7:00 PM. The purpose of the hearing is to receive public comment on the Petition of Commerce Way LLC for a Conditional Layout of the existing, privately owned Commerce Way, a complete reconstruction of the road and a Betterment Assessment, based upon linear feet of road frontage, to be charged against certain properties abutting or served by the reconstructed road in accordance with RSA 231:28-33. Said property is shown on Assessor Plan 216 and lies within the Office Research District. At the hearing, the applicant will present to the Council, the details of the proposed construction, and estimated costs thereof, and the anticipated Betterment Assessment to be charged to each affected owner. The public is welcome to come and comment.</p> <p style="text-align:right">KELLI L. BARNABY, CMC/CNHMC CITY CLERK</p>
#12517
11P7/19.

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.

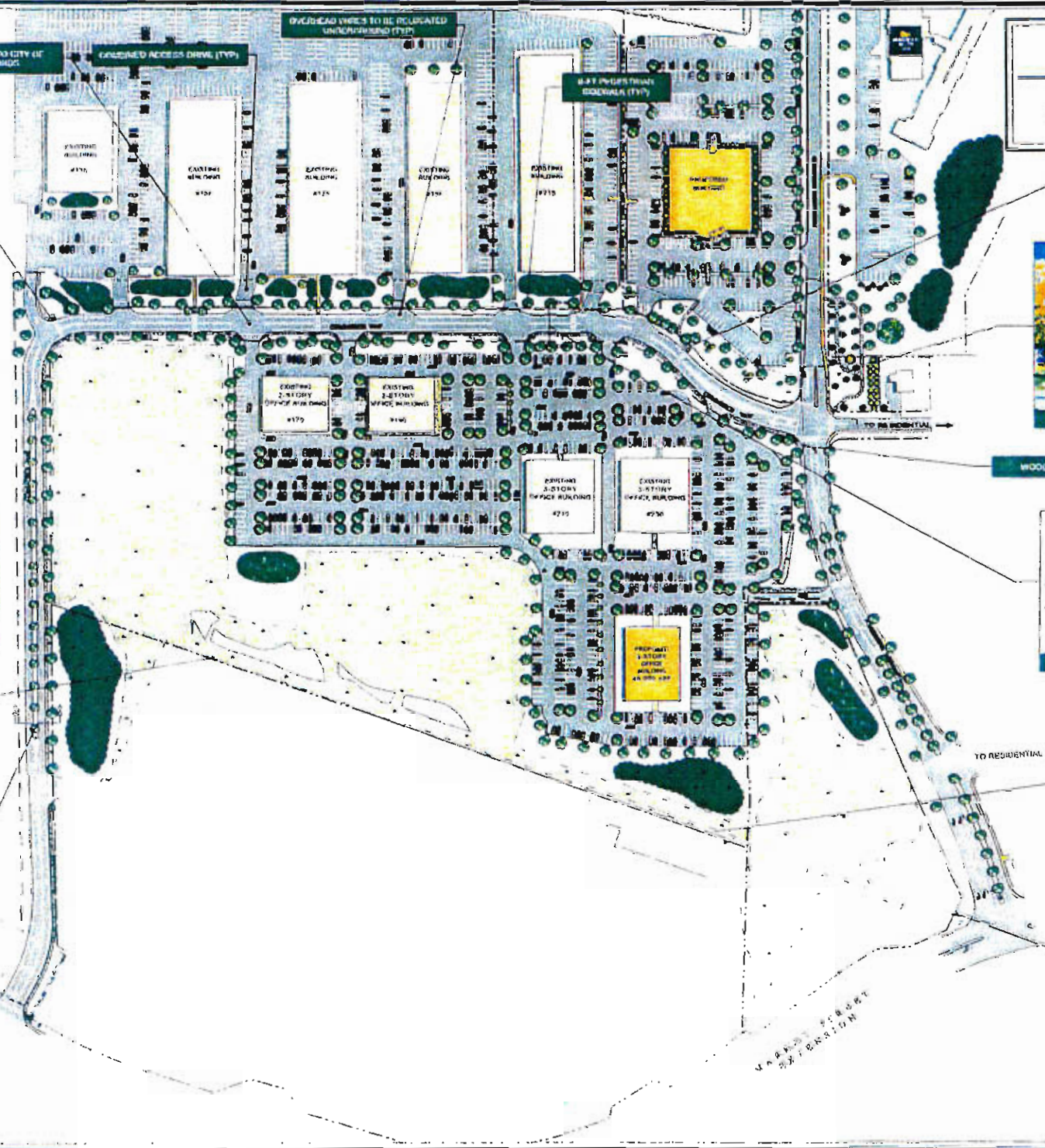
**PROPOSED
MASTER PLAN
COMMERCE WAY
PORTSMOUTH BLVD
PORTSMOUTH, NH**



WOOD BRUSH (TYPICAL)



DETERMINED IMITATION AREA



ORDINANCE #

THE CITY OF PORTSMOUTH ORDAINS

That Chapter 7, Article III, Section 7.330 – **NO PARKING** sub-section A of the Ordinances of the City of Portsmouth which shall read as follows (deletions from existing language ~~stricken~~; additions to existing language **bolded**; remaining language unchanged from existing):

Section 7.330: NO PARKING

121. Tanner Court:
- a. ~~northerly side from Parker Street to a point 78' westerly of Tanner Street.~~
 - b. ~~southerly side from Parker Street to a point 78' westerly of Tanner Street.~~

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

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

CITY OF PORTSMOUTH
LEGAL DEPARTMENT
MEMORANDUM



DATE: August 2, 2012
TO: JOHN P. BOHENKO, CITY MANAGER
FROM: ROBERT P. SULLIVAN, CITY ATTORNEY
RE: HANOVER-FLEET STREET OFF-STREET PARKING AREA (GARAGE)

The Mayor has requested to be provided with recommended language for use by the City Council in the event that the Council wished to create free parking for Portsmouth residents on Sundays in the High Hanover Parking Garage.

BACKGROUND: The current state of fee regulation inside the High Hanover Garage is that on August 6, 2012 the City Council will consider second reading of an ordinance which would authorize the Council to set fees for parking in the High Hanover garage either by the municipal budget process as is currently done, or by simple vote of the City Council. The contemplation is that if this ordinance should pass third reading, then the Council would implement a \$0.75 per hour fee by adopting the following motion (see footnote on ordinance).

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.

To accomplish the result of allowing free parking for Portsmouth residents on Sunday in the High Hanover Garage, the Motion described above could then be followed by a second Motion, which might read as follows:

MOVED: That the parking fee at the High Hanover parking facility be at no cost for any time in which a vehicle has been parked in the facility on a Sunday when it is demonstrated to the garage attendant in accordance with standards to be promulgated by the City Manager that either the driver or the owner of the vehicle is a resident of the City of Portsmouth.

Also noted above, in order for the process to operate as recommended, it will be necessary for the amendment to ordinance Section 7.402 C which will be at second reading on August 6th to pass third reading.

attachment

h:\ordinances\city manager high hanover parking garage

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.

MEMORANDUM



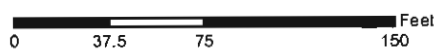
TO: John P. Bohenko, City Manager
FROM: Rick Taintor, Planning Director *RT*
DATE: August 8, 2012
RE: City Council Referral – Projecting Sign
Address: 1 Market Square
Business Name: Federal Savings Bank
Business Owner: Federal Savings Bank

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

Sign dimensions: 24" x 18"
Sign area: 3.0 sq. ft.
Height from sidewalk to bottom of sign: 10'5"
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.



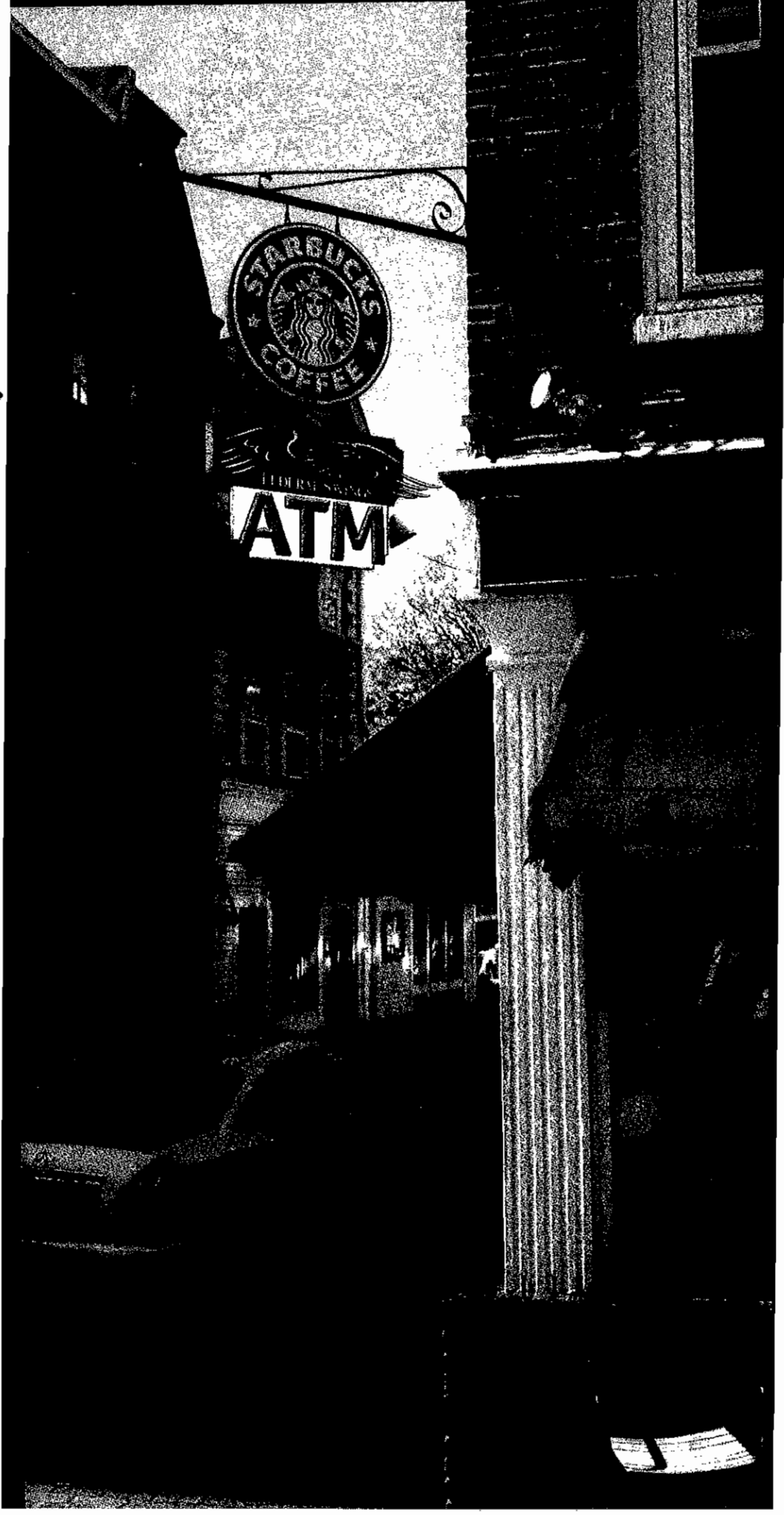
Request for Projecting Sign License 1 Market Square

Federal Savings Bank
1 Market Square
1 projecting Signs



Exist.
Sign
11

Proposed
Sign
11



MEMORANDUM

RECEIVED

AUG - 9 2012

CITY MANAGER
PORTSMOUTH, NH

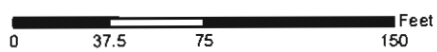
TO: John P. Bohenko, City Manager
FROM: Rick Taintor, Planning Director *R.T.*
DATE: August 8, 2012
RE: City Council Referral – Projecting Sign
Address: 22-28 Deer Street
Business Name: National Electrical Manufacturers
Business Owner: Kenneth Hooper

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

Sign dimensions: 36" x 24"
Sign area: 6.0 sq. ft.
Height from sidewalk to bottom of sign: 15'0"
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.

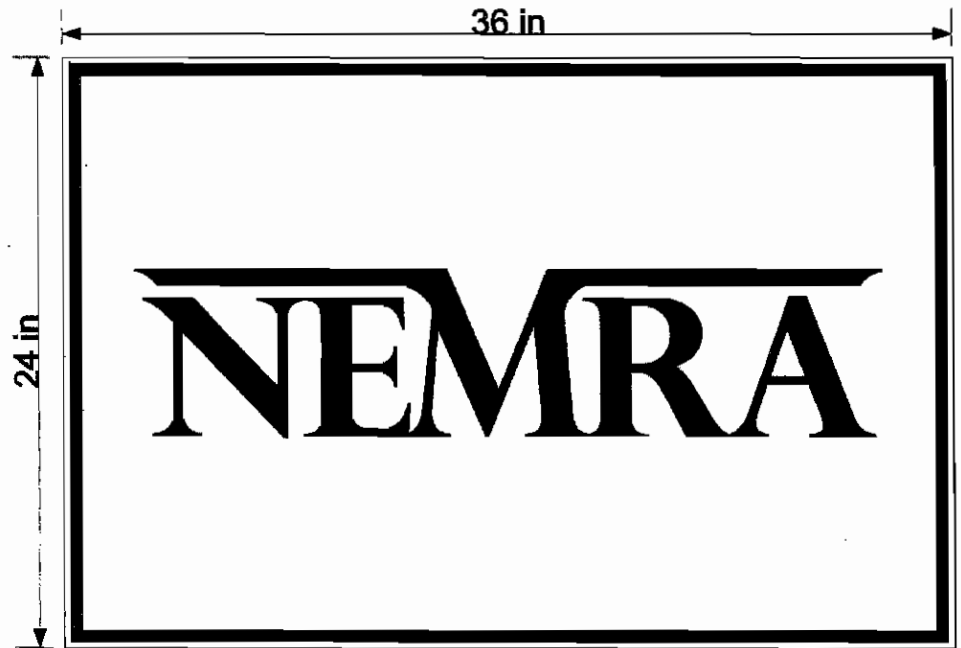
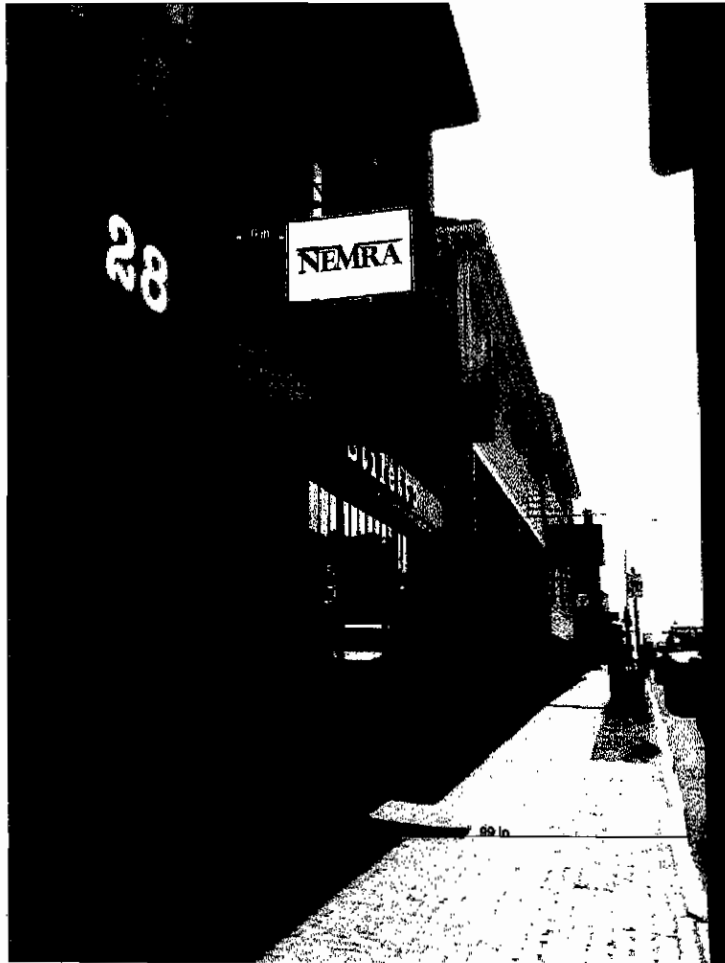


Request for Projecting Sign License 22-28 Deer Street

Map produced by Planning Department 8-6-2012

National Electrical Manufacturers Assoc.
22-28 Deer Street
1 Projecting Sign





Qty: SS/DS: Materials: Background Color: Vinyl Color: HP Int Other:

**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

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.

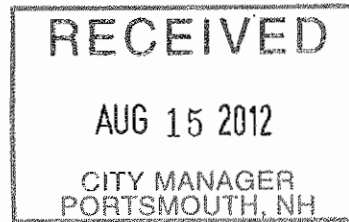
7/16/12

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

TO: City of Portsmouth
1 Junkins Ave
Portsmouth, NH 03801



14 Aug 2012

Connie Bean Fund Distribution

Dear Mayor and City Council Members

I have just finished reading the fund distribution process as outlined by Rockingham County Probate Judge , Peter Hurd and the funding terms of 'The Connie Bean Center' as outlined by the NH Attorney Gen Division of Charitable Trusts. whereby funds should be allocated to 'contributions' made by military service men and women. With that as a guideline I believe funding could be allocated to the " WWI, grave markers' at the Plains. First and foremost I believe funding could be set aside to furnish the 'annual' Wreath Ceremony dedicated on -11 November nationwide on Armistice Day. Presently, the annual cost is approximately \$300, with this in mind I would suggest a total request of \$3000 to \$5000 to support the 'Marker Site ' for a number of years. It has also been suggested to me that the site would be improved with a annual type floral, plant arrangement. The 'Markers' acknowledge the Portsmouth residents who gave the ultimate contribution in WW I


I believe Portsmouth residents will agree on 'your favorable ' consideration .

Thank You

Martin A. Cameron
Martin A. Cameron U S Air Force (ret)
469 Ocean Rd
Portsmouth

**CITY OF PORTSMOUTH
PORTSMOUTH, NH 03801**

Office of the City Manager

Date: August 16, 2012
To: Honorable Mayor Eric Spear and City Council Members
From: John P. Bohenko, City Manager 
Re: City Manager's Comments on August 20, 2012 City Council Agenda

6:00 p.m. – City Council photograph.

6:15 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.

.....
Presentations:

1. **Presentation to Retiring Deputy City Manager Cindy Hayden.** On Monday evening, a presentation will be made to retiring Deputy City Manager Cindy Hayden. Cindy has worked for the City for the past twenty years and was appointed as Deputy City Manager in 2004.

During her tenure with the City, Cindy has been instrumental in the development and implementation of the Master Plan and in management of several important community development projects including the African Burying Ground initiative, improvements to the Atlantic Heights and Maple Haven neighborhoods, implementation of the Peirce Island Master Plan, redevelopment of Connors Hospital, Lafayette School, Osprey Landing and multiple city wide park improvements. In short, the City is a much better place to live, play, work and grow older because of her skillful planning and community development skills. We wish Cindy the best in the future.

2. **Report Back Re: Senior Services in Portsmouth and Various Recommendations for Interim Programming.** **Enclosed on the inside cover of your packet is a report** to the City Council regarding Senior Services in Portsmouth and Various Recommendations for Interim Programming. The Staff Committee that worked on this report include Rus Wilson, Recreation Director; Mary Ann List, Library Director; David Moore,

Community Development Director and Special Projects Manager; and Adam Cannon, Assistant Projects Manager for Community Development.

On Monday evening, the Staff Committee will be making a presentation to the City Council on this report. Subsequent to the presentation, I will be asking the City Council to provide the necessary funding to implement these interim recommendations regarding senior services. For your information, the entire report is available on the City's Website.

Items Which Require Action Under Other Sections of the Agenda:

1. **Consideration of First Reading of Proposed Resolution and Ordinance Amendments:**

- 1.1 **First Reading of Proposed Ordinance Amendment to Chapter 7, Article III, Section 7.330 – No Parking – Tanner Court.** Attached under Section IX of the Agenda is a first reading of a proposed Ordinance Amendment to Chapter 7, Article III, Section 7.330 – No Parking – Tanner Court. First Reading of the proposed Ordinance is requested by the Parking and Traffic Safety Committee Minutes of May 10, 2012. This ordinance would make parking adjustments on Tanner Court made necessary by the redevelopment project at 51 Islington Street.

I would recommend the City Council move to pass first reading and schedule a public hearing and second reading of the proposed Ordinance amendment, as presented, at the September 4, 2012 City Council meeting. Action on this matter should take place under Section IX of the Agenda.

2. **Public Hearing.**

- 2.1 **Public Hearing Re: Commerce Way Conditional Road Layout and Betterment Assessment.** At the July 16, 2012 City Council meeting, the Council voted to schedule a public hearing on August 20, 2012 on the petition from Commerce Way LLC for a Conditional Road Layout and Betterment Assessment in accordance with the process described in RSA 231:28.

The Conditional Road Layout process as described in state statutes RSA 231:28 *Conditional Layout for Existing Private Rights of Way* and RSA 231:29 *Betterment Assessments Against Abutters and Those Served*, is a mechanism by which 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). 100% of the bond and road improvement costs are paid by abutting property owners. 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. At this time, the cost of the road improvements is estimated to be \$1,600,000.00.

To date, the following procedural steps have been accomplished in accordance with the referenced statutes:

- 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
- July 16, 2012 City Council votes to proceed with the Conditional Road Layout and Betterment Assessment process and to establish a public hearing on August 20, 2012 in accordance with RSA 231:28-33.
- July 17, 2012 Notice of August 20, 2012 Public Hearing is sent to abutters and to benefitting property owners in accordance with RSA 231:28.

At the public hearing on August 20, 2012, the City's Public Works Director and Commerce Way LLC's engineer from Tighe and Bond will provide a detailed presentation on the conditional road layout 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. 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.

If there are no objections received from abutters, I will be asking the City Council to proceed with first reading at the September 4th City Council meeting regarding an estimated \$1,600,000.00 of bonding for these road improvements.

3. **Third Reading of Proposed Ordinance Amendments:**

- 3.1 **Third and Final Reading Re: Parking Supply and Demand Omnibus Ordinances.** As a result of the August 6th City Council meeting, under Section IX of the Agenda, I am bringing back for third and final reading the attached consolidated Parking Supply and Demand Ordinances A thru C.

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

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 should 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.

If the City Council passes third and final reading regarding the aforementioned Ordinance changes, it would be necessary as part of its action to move as a separate motion:

- Move that the 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.

[See attached memorandum from Robert Sullivan, City Attorney.](#)

In addition, if there is a request to allow free parking for residents on Sunday and if the City Council wishes to include this proposal, the additional motion would be as follows:

- Move that the parking fee at the High Hanover parking facility be at no cost for any time in which a vehicle has been parked in the facility on a Sunday when it is demonstrated to the garage attendant in accordance with standards to be promulgated by the City Manager that either the driver or the owner of the vehicle is a resident of the City of Portsmouth.

Therefore, the City Council would move the following motions:

- 1) Move to pass third and final reading on the consolidated Parking Supply and Demand Ordinances A thru C, as presented; and,*
- 2) Move that the 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.*

If the City Council wishes to provide Sunday parking for free for residents the following motion would be necessary:

I) Move that the parking fee at the High Hanover parking facility be at no cost for any time in which a vehicle has been parked in the facility on a Sunday when it is demonstrated to the garage attendant in accordance with standards to be promulgated by the City Manager that either the driver or the owner of the vehicle is a resident of the City of Portsmouth.

Action on this matter should take place under Section LX of the Agenda.

Consent Agenda:

1. **Acceptance of Donations to the Coalition Legal Fund.** The City has received the following checks donating funds to the Coalition Legal Fund, which will be utilized to continue our fight to eliminate the statewide property tax.

➤	Town of Hebron	\$1,000.00
➤	Town of Grantham	\$1,000.00

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

- Kenneth Hooper, owner of National Electrical Manufacturers for property located at 22-28 Deer Street
- Federal Savings Bank for property located at 1 Market Square

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.

City Manager's Items Which Require Action:

1. **Rezoning of 143 Daniel Street (Connie Bean Center).** At its August 6th meeting, the City Council voted to sell the Connie Bean Center at 143 Daniel Street. As a result, it is necessary to change the zoning designation of the property to allow for appropriate private redevelopment and reuse. As with all properties owned or leased by the City, the property is currently in the Municipal zoning district. It is recommended that the

property be rezoned from Municipal to Central Business B (CBB), and also that it be included with the Downtown Overlay District (DOD). [See attached map.](#)

Therefore, I would recommend the City Council move to refer the proposed Zoning Map amendments to the Planning Board for report back to the City Council.

2. **Request to Approve City Manager's Designee to Planning Board.** As you know, Deputy City Manager Cindy Hayden has been serving as the City Manager's designee to the Planning Board since early 2004. As you also know, Cindy will be retiring at the end of this month and will be leaving the Planning Board as my designee. In accordance with the City ordinance, the City Manager serves as the representative to the Planning Board or, the City Manager's designee as ratified by the City Council. My intent is to designate incoming Deputy City Manager David Allen to serve as my representative to the Planning Board effective September 1, 2012.

Therefore, I request that the City Council move to approve the City Manager's recommendation to designate incoming Deputy City Manager David Allen as the City Manager's designee to the Planning Board effective September 1, 2012.

3. **Report Back Regarding Workforce Housing Coalition's Rock Street Garage Design Charrette Proposal.** As you may recall, in May of this year Workforce Housing Coalition Executive Director Lisa Henderson submitted a [letter attached](#) requesting that the City participate in a design charrette of the Rock Street Garage for re-development as workforce housing. The letter also sought a small amount of funding to support this effort. At the May 21, 2012 City Council meeting the Council voted to refer this matter to staff for a report back and recommendation. The staff subsequently met with Lisa and members of her organization to further discuss her request and also held an additional meeting with property owners in that neighborhood to help identify the best scope of effort for the design charrette. Based on those discussions, the Workforce Housing Coalition has submitted the [attached letter dated August 13, 2012](#) indicating that they would like their proposed design charrette to focus on the Rock Street garage and the properties located immediately adjacent and, further, indicates that those property owners have agreed to participate in the charrette. In order to support the cost of the charrette the Workforce Housing Coalition is seeking \$500 in City funding to be combined with contributions from other interested parties. Assuming Council support for the Workforce Housing Coalition's proposal, I will be asking City staff to work with the Workforce Housing Coalition on the charrette.

I would recommend the City Council move to authorize the City Manager to work with the Workforce Housing Coalition on a design charrette for the Rock Street garage and appropriate \$500 in UDAG funding to support the Workforce Housing Coalition's Rock Street Garage design charrette.

4. **Funding for Implementation of Interim Senior Services Programming.** As recommended in the report regarding senior services in Portsmouth, I would ask the City Council to:

1) Authorize the City Manager to expend funds from the General Fund Contingency in the amount of \$29,054.00 for hiring of a part-time senior services coordinator and \$10,000.00 to provide for other programs as outlined in the report.

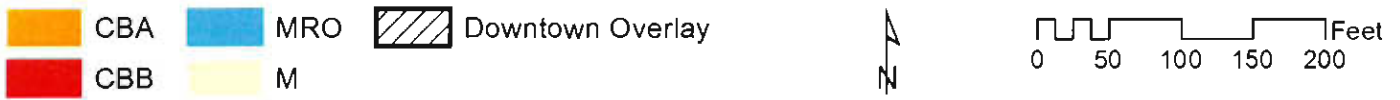
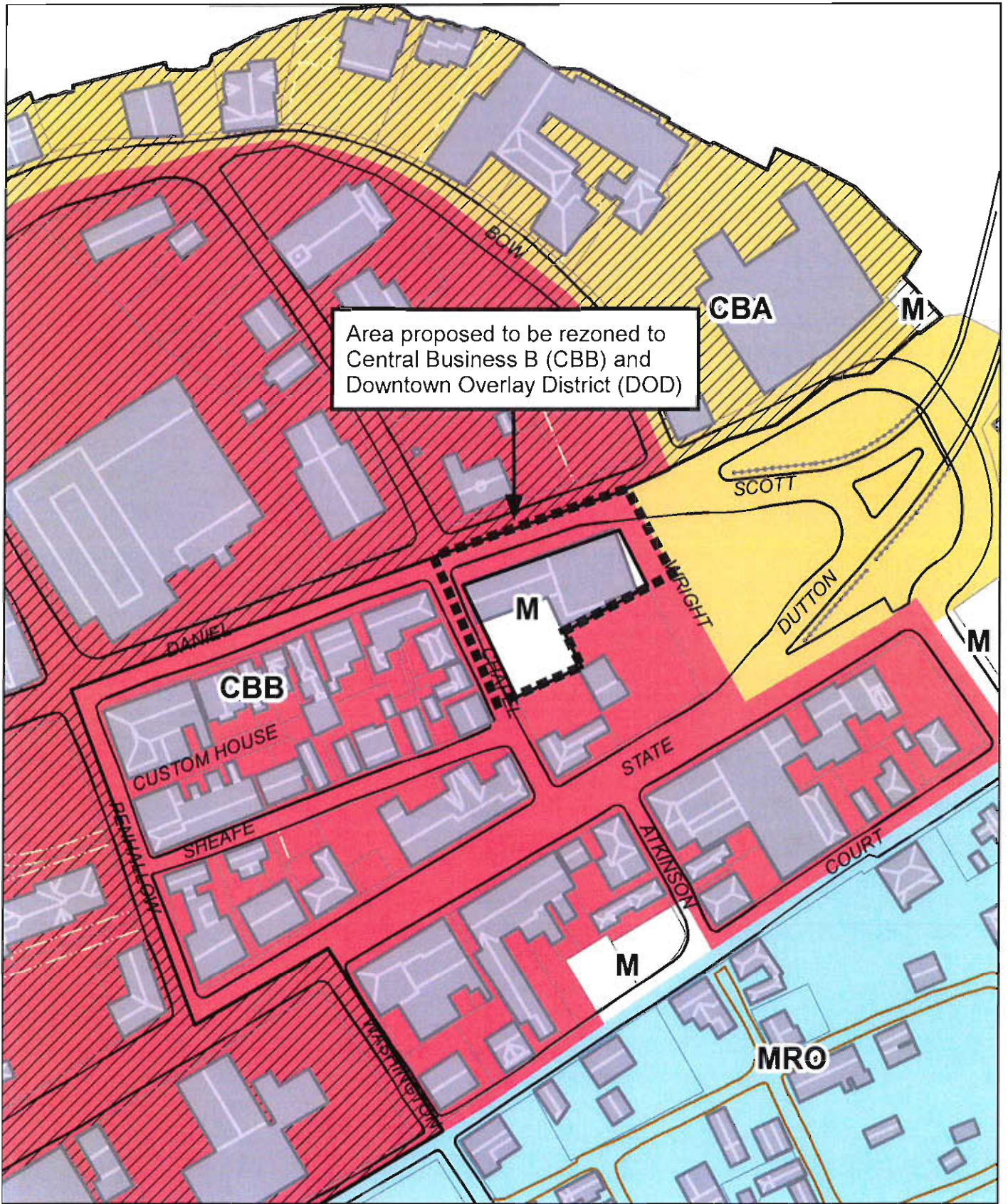
2) Authorize the City Manager to expend \$43,500.00 from the Parking and Transportation Fund for the expansion of senior transportation by one day and the purchase of a new senior van at a 50% cost which will be cost-shared with Wentworth Connections.

I would recommend the City Council move to authorize the aforementioned request for supplemental funding of senior services for FY2013.

Informational Items:

1. **Events Listing.** For your information, [attached is a copy of the Events Listing](#) updated after the last City Council meeting on August 6, 2012. In addition, this now can be found on the City's website.

Connie Bean Center
Proposed Rezoning to Central Business B (CBB) and Downtown Overlay District (DOD)

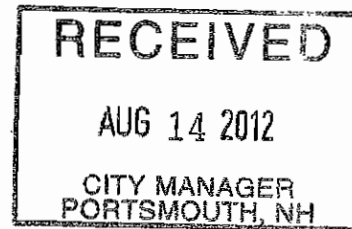




WORKFORCE HOUSING COALITION

OF THE GREATER SEACOAST

Opening Doors to Vibrant Communities



August 13, 2012

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

RE: Rock Street Garage Charrette Proposal

Dear Mr. Bohenko,

I am following up on the Workforce Housing Coalition's proposal to conduct a design charrette in mid-October focused on the Rock Street Garage. The Coalition has conducted two other large scale charrettes, and this one would follow a similar format. We will recruit teams of highly skilled volunteers representing design, development and planning professions. They will spend a day and a half studying the site, soliciting community input, and creating a concept plan focused on workforce housing.

The Portsmouth City Council reviewed our original proposal at their May 22, 2012 meeting. Since this time, however, we have modified our approach. We still desire the City's active participation in order to ensure a productive result. This letter serves to outline a new plan of action.

On July 25, 2012, I attended a City-sponsored meeting of property owners in the Hill Street / Hanover Street / Rock Street area. Participants were asked to share their aspirations for and concerns about the future use of their properties. Not being a property owner, my role was as an observer. However, I did share that the Workforce Housing Coalition was planning a charrette focused on the Rock Street Garage and that I appreciated the opportunity to gain some contextual knowledge of the neighborhood. By the end of the meeting, I felt convinced that the Coalition would do the City a disservice if our charrette focused only on the Rock Street Garage. This is because the development decisions made by adjacent property owners will either limit or enhance the City's options for the garage site. So why not engage these owners upfront and put all the options on the table? This would also allow the charrette team to address the attendant issues of access, zoning and compatibility of uses. The resulting concept plans would be far more realistic.

-OVER-

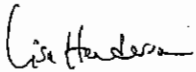
Therefore, the Workforce Housing Coalition proposes to broaden the scope of the charrette to include properties *immediately* adjacent to the Rock Street Garage. We have approached these owners, and each has agreed to fully participate in the charrette process. At a minimum, this will include an evening site walk and a meeting with the charrette team followed by the day-long charrette. We ask that the City contribute planning staff for this same time commitment. We also ask that they furnish some basic background information including a map of the subject area and code information.

Following the charrette, each property owner, including the City, will receive a final report including a set of plan drawings, architectural concepts, documentation on possible code or policy changes and a brief narrative of the process and results.

The Coalition does require financial support to conduct the charrette. We ask the City to contribute \$500 towards the total cost of \$5,000. You'll notice we have reduced our request from the \$1,000 outlined in our prior proposal. This is because we are asking others who will benefit from the charrette to make similar contributions. We have also secured private support from Optima Bank & Trust and Kennebunk Savings Bank which will round out the funding needed.

I am available at your convenience to answer any questions you may have or to provide any additional information. I hope this revised proposal meets with your approval and is suitable to be forwarded to the City Council for its consideration.

Sincerely,

A handwritten signature in cursive script that reads "Lisa Henderson".

Lisa Henderson
Executive Director



WORKFORCE
HOUSING COALITION
OF THE GREATER SEACOAST
Opening Doors to Vibrant Communities

May 11, 2012

Mr. John P. Bohenko, City Manager
Portsmouth City Hall
1 Jenkins Avenue
Portsmouth, NH 03801

re: Rock Street Garage Charrette Proposal

Dear Mr. Bohenko,

Thank you very much for meeting with us recently to discuss the Rock Street Garage. The Rock Street Garage is owned by the City. In the past the City identified the building as surplus property. It is now a listed Brownfields site, making it eligible for outside funding to help clean up past contamination as part of a re-use project. The lot on which the building is located also includes a neighborhood park, but we would not envision any change to that park.

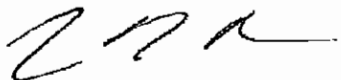
The Coalition believes the Rock Street Garage it may be a good site for re-development as workforce housing. The location of the site in close proximity to the downtown is ideal. However, the site is relatively small so the scale of redevelopment will be limited. As we have done with other projects, we propose to conduct a charrette to investigate the feasibility of redevelopment for workforce housing. In a charrette, we would bring in a team of design, environmental and real estate professionals to study the site, solicit community input, and create a realistic re-development concept focused on workforce housing. We are not proposing to establish City policy, but simply to demonstrate the feasibility of creating much needed housing for working households in the City. More details are provided on the supplemental sheet included with this letter.

The Coalition does require financial support to conduct a design charrette, and we ask the City to contribute \$1,000 towards the total cost of \$5,000. Because of the Brownfields designation, we will be able to seek a significant portion of the funding from the Rockingham Planning Commission, and private contributions would round out the funding.

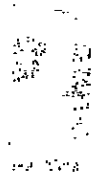
I am available at your convenience to answer any questions you may have or to provide any additional information, and hope this proposal meets with your approval and is suitable to be forwarded to the City Council for its consideration.

Thank you again for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'LH', with a long horizontal flourish extending to the right.

Lisa Henderson
Executive Director



WORKFORCE
HOUSING COALITION
OF THE GREATER SEACOAST
Opening Doors to Vibrant Communities

Proposal: Design Charrette – Rock Street Garage, Portsmouth, NH

Project Area is the Rock Street Garage

The Workforce Housing Coalition (WHC) will organize a charrette for the benefit of The City of Portsmouth (City). We will first capture the input of key stakeholders then follow with a day-long workshop where highly qualified design, development and planning professionals will produce a *concept plan* for the re-development of the city-owned Rock Street Garage as workforce housing. The final report to the City will include a set of plan drawings, architectural concepts, documentation on possible code or policy changes and a brief narrative of the process and results. The charrette process will provide the City with useful information to assess its options for the Rock Street Garage.

The Workforce Housing Coalition will organize the charrette

The WHC is a nonprofit, education and outreach initiative which hosts public forums and trainings to highlight solutions to the region's housing challenges; provides municipalities with research and technical assistance to help improve local housing policies; and provides developers with information and data to advance workforce housing projects. This is our third year of our charrette program through which we have produced concept designs for housing and mixed use development opportunities in five Seacoast area communities.

The WHC is not a developer; rather, our mission is to be a *catalyst* for the development of a range of housing options for the diverse workforce in the Greater Seacoast region of New Hampshire and Maine.

The WHC promotes the principles of smart growth by encouraging mixed-use development, a range of housing opportunities, compact attractive building design, and walkable neighborhoods. We believe in the importance of community and stakeholder collaboration in the planning and development process.

The City identified the Rock Street Garage as surplus property that may be suitable for workforce housing

The City owns a 1.42 acre parcel which includes the Rock Street Public Playground and the Rock Street Garage. The Garage was identified as surplus property in a 2007 report of the City of Portsmouth Mayor's Blue Ribbon Committee on Building Re-Use. Furthermore, within the past year, the City enrolled the Rock Street Garage in the Brownfields Program run by the Rockingham Planning Commission. This has allowed a Phase I Environmental Assessment of the garage site, useful for determining potential contaminants on the site. The Brownfields program also enables publically-owned sites to tap into a revolving loan fund for remediation activities. Thus, this may be an optimal time for the City to consider its options for the Rock Street Garage.

The Charrette will follow a 3 step process

1. First, we will gather background information including maps, zoning, etc. to better understand the site and its surroundings.
2. In the second phase, we will hold one or two "listening sessions."
 - a. City officials, abutters and the general public will be invited to provide the all-volunteer design team with some context about the neighborhood, the site, and their preferences for its possible redevelopment as workforce housing.

Event Listing by Date

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 Stu Simon is the contact for this event - 436-2014. This event begins at 11:00 a.m.	Little Harbour School	Great Bay Services	4/ 4/2011
2/13/2012 2/13/2012	CONCERT Vernis Jackson is the contact for this event.	Chestnut Street	African Burying Ground Committ	12/19/2011
3/11/2012 3/11/2012	ROAD RACE Todd Hanson is the contact for this event. He can be reached at 436-2551. This event starts at 10:30 a.m.	Pease Tradeport	St. Paddy's 5 Miler	3/15/2012
3/25/2012 3/25/2012	ROAD RACE 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.	Portsmouth High School	Eastern States 20 Mile	1/17/2012
4/14/2012 4/14/2012	ROAD RACE 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.	Baptist Church - Miller Avenue	St. John's Lodge - Out of Hibe	2/ 6/2012
4/14/2012 4/14/2012	WALK 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.	Little Harbour School	National Multiple Sclerosis So	12/19/2011
4/15/2012 4/15/2012	ROAD RACE 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.	Pease Tradeport	Sexual Assault Support Service	2/ 6/2012
4/15/2012 4/15/2012	WALK 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.	City Hall	Walk for Faith	12/19/2011
5/ 6/2012 1/ 3/2012	BIKE TOUR 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.	Little Harbour School	American Lung Association	12/19/2011
5/ 6/2012 5/ 6/2012	FESTIVAL Barbara Massar is the contact for this event. This event begins at Noon until 4:00 p.m.	Downtown Portsmouth	Pro Portsmouth - Children's Da	1/18/2012
5/ 6/2012 5/ 6/2012	WALK 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.	Lower Parking Lot of City Hall	AIDS Response Seacoast	1/17/2012
5/12/2012 5/12/2012	ROAD RACE 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.	Pease Tradeport	Portsmouth High School ECO Clu	2/21/2012

Event Listing by Date

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
8/11/2012 8/11/2012	SIDEWALK Alan Keith is the contact on this event. This is a sidewalk sale on the south side of the Connors Cottage from 8:00 a.m. to 1:00 p.m.	Connors Cottage	Alan Keith	8/ 6/2012
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 Odiorne 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
8/18/2012 8/18/2012	TOUR Christina Mirasolo is the contact for this event. She can be reached on her cell 781-389-0427. This is a Red Carper Roll Out Event - outside of the 100 Club on High Street from 5:45 p.m. to 6:45 p.m.	100 Club - High Street	Destination Partners	8/ 6/2012
9/ 3/2012 9/ 3/2012	ROAD RACE Sister Mary Agnes is the contact for this event. This event begins at 9:00 a.m. on Pease Tradeport.	Pease Tradeport	St. Charles Children's Home	8/ 6/2012
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
9/14/2012 9/16/2012	TELLURIDE Chris Curtis is the contact for this event. He can be reached at 766-2199. This is the Annual Telluride by the Sea Weekend Celebration of Film. They will be closing Chestnut Street from Congress to Porter Street. They will also be hanging a banner across the Congress Stree end of Chestnut,	Chestnut Street	Music Hall	7/16/2012
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	/ /
9/23/2012 9/23/2012	WALK Caitlyn Mosher Ellis, Development Officer is the contact for this event. This event begins and ends at Strawberry Banke. Set up 6:00 a.m., race begins at 10:00 a.m., Post walk cleanup completed by approx. 2:00 p.m.	Strawbery Banke	Alzheimer's Association	7/16/2012

Event Listing by Date

Starting Date: 1/ 1/2012

Ending Date: 12/31/2012

Start End	Type Description	Location	Requestor	Vote Date
9/29/2012 9/30/2012	FESTIVAL Maritime Folk Festival on September 29th and September 30th - On September 29th.	Portsmouth - downtown area	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 7:00 a.m. to 12:00 p.m. Catherine Edison, Development Director of Community Child Care Center is also a contact. This event has changed locations from Little Harbour School.	Community Campus - 100 Campus Drive	GPCC - Community Child Care	8/ 6/2012
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
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
12/ 1/2012 12/ 1/2012	FESTIVAL Pat Remick is the contact for this event. This event is at 5:00 p.m. in Market Square.	Market Square	Tree Lighting	/ /
12/ 1/2012 12/ 1/2012	PARADE Pat Remick is the contact for this event. This event starts at 6:00 p.m. at 800 Islington Street - up Islington Street - cross over to Congress Street thru Market Square - turn onto Pleasant Street - ends the parking lot at the corner of Junkins and Parrott Avenue.	Islington Street to Market Square	Holiday Parade	/ /

Trees and Public Greenery Blue Ribbon Committee APPLICATIONS

TO BE CONSIDERED:

- Dennis Souto – Regular Member

INFORMATIONAL:

- Micum Davis

TREES & PUBLIC GREENERY, BLUE RIBBON COMMITTEE (Appointed 2/10/03)

Adams, Richard G.

Dupere, A. J., State Forester

Loughlin, Peter, Chair

Parkinson, Steve, Public Works Director

Rogers, June

Stevens, Leslie

Kern, Everett, Public Works Gen. Foreman

75 Kent St.

Urban Forestry
Center

336 Thaxter Rd.

360 Wibird St.

151 Park St.



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.

MAY 14 2012

Committee: TREE & PUBLIC GREENERY Initial applicant

Name: DENNIS SOUTO Telephone: 436-2466

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

Street address: 218 WILLARD AVENUE

Mailing address (if different): _____

Email address (for clerk's office communication): DENSOD@COMCAST.NET

How long have you been a resident of Portsmouth? 34 YEARS

Occupational background:

USDA FOREST SERVICE 31 YEARS

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

FOREST ENTOMOLOGIST (INSECTS) 31 YEARS

HAZARD TREE RECOGNITION

TRAINER - 20 YEARS

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 AS MANY AS POSSIBLE

Reasons for wishing to serve: NOW THAT I AM RETIRED, I WOULD LIKE TO GIVE BACK TO MY COMMUNITY

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) MIKE BOHNE / USDA FOREST SERVICE / DURHAM, NH
Name, address, telephone number 802-238-7516
- 2) AS DUPERE / NH URBAN FORESTER / UFC PORTS
Name, address, telephone number 431-6774

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: Annis Fauto Date: 5/14/12

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



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.

MAR 3 0 2012

Committee: Tree Committee

Initial applicant

Name: Micum S. Davis Telephone: 436-8733

Could you be contacted at work? YES NO If so, telephone # Same as above

Street address: 284 Richards Avenue

Mailing address (if different): _____

Email address (for clerk's office communication): Micum @ Cornerstonetree.com

How long have you been a resident of Portsmouth? Since 1997

Occupational background:

Operated Cornerstone Lawn care from 97 Till 2007

Have operated Cornerstone Tree care since 2007

Certified Arborist

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

Through my experience running a tree service that does a high volume of pruning and removal work, I have gained an extensive knowledge of different tree species, including their strengths, weaknesses and growth habits/tendencies. I have a good understanding of tree hazard assessment.

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: I would like to serve on the tree committee because I feel I have something valuable to offer and I would like to give back to the community.

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

The Green Alliance; Seare; (Seacoast Area renewable energy Initiative); S.A.C. (Seacoast Arbarists Collaborative); NH Coasts (NH Coastal protection partnership) Friends of Mt Washington Avalanche Center

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

1) Bill Downey 559-1000 187 Wentworth road Portsmouth, NH
Name, address, telephone number

2) Joseph Tucker 964-8909 960 Washington Road, Rye NH
Name, address, telephone number

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

Signature: Min A Jan Date: 3-30-2012

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



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.

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

Reasons for wishing to serve: I wish to serve on this
Comm, Htee 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 YP4M

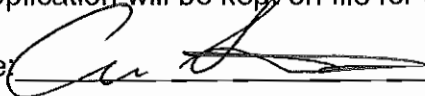
Please list two character references not related to you or city staff members:

1) Doug Mulford 208 Broad St. Apt. 2 Portsmouth, NH 603-501-9944
Name, address, telephone number

2) Dr. James Rochefort 289 Lafayette Rd. Apt. 12 Portsmouth
NH 603-990-6404
Name, address, telephone number

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

Signature: 

Date: 4/3/12

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

Resignation

Joanna Diemer

From: Jean Bell [jeanmbell@comcast.net]
Sent: Thursday, August 02, 2012 2:39 PM
To: Joanna Diemer
Cc: peter.loughlin@pillaw.com
Subject: resignation

Dear Mr... Mayor,


It is with regret that I find it necessary to submit my resignation to the Mayor's Blue Ribbon Committee on Trees and Greenery of Portsmouth. Modern technology and health issues necessitate my decision. Portsmouth is very fortunate to have such a committee with dedicated people working on it. Most of the people I've talked with do not know anything about this Trees and Public Greens Committee. You need some publicity!

I have enjoyed being on this committee and will miss you all.

Sincerely,
June Rogers

CITY OF PORTSMOUTH PORTSMOUTH, NH 03801

Office of the Mayor

DATE: August 14, 2012
TO: City Council Members
FROM: Eric Spear, Mayor 
RE: Membership and Charge Blue Ribbon Committee on Transportation Policy

In November of 2011, then Mayor Thomas G. Ferrini established a Blue Ribbon Committee on Transportation Policy. Subsequent to the establishment of that Committee, there were factors that delayed its organization.

Due to the transition of the City Council, the City Attorney felt it best that we reconstitute the Committee. Therefore, I would like to re-establish the Blue Ribbon Committee on Transportation Policy and charge it with developing policies, principals and positions for the City's approach to transportation, including but not limited to:

- Public transportation options
- Access for bicycle and pedestrian travel
- Parking availability and access
- Control/management of traffic
- Travel routes through the City
- "Complete" streets (sustainable design)

The Committee will be comprised of the following individuals: Brad Lown, Bill Lyons, Rick Chellman, Paige Roberts, Cliff Sinnott, Eric Gregg and Ken Smith, to serve as Chair Pro-Tem until a vote is taken by the Committee for the position of Chair. The City Manager has indicated that he will assign Rick Taintor, Planning Director, Steve Parkinson, Public Works Director and Adam Cannon, Assistant Project Manager for Community Development.

It is anticipated that the Blue Ribbon Committee will sunset on April 15, 2013. If you have any questions, please do not hesitate to contact me.

c: John P. Bohenko, City Manager
Kelli L. Barnaby, City Clerk



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.

MAR 1 8 2012

Committee: Parking and Traffic Safety

Initial applicant

Name: Michael Coffey Telephone: 603-436-8352

Could you be contacted at work? YES/NO If so, telephone # N/A

Street address: 86 Haven Rd. Portsmouth, N.H. 03801

Mailing address (if different): _____

Email address (for clerk's office communication): Coffemj@yahoo.com

How long have you been a resident of Portsmouth? 40 + years

Occupational background:

Field Engineering Supervisor for ASNH
Responsible for the engineering design
Operation and Maintenance of the electric
System for the greater Seacoast area.

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

None

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: Community Service

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

Chairperson - Ports and Harbors Advisory Council
Past Commodore - Portsmouth Yacht Club
Past Commodore - Navy Yacht Club
Past President - Propeller Club, Portsmouth Council

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

- 1) Ruth Griffin 479 Richards Ave., Portsmouth, NH 603-436-521
Name, address, telephone number
- 2) Geno Marconi 555 Market St. Portsmouth, NH 603-365-050
Name, address, telephone number

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: Michael Coffey Date: 3/12/2012

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

MICHAEL J. COFFEY
86 HAVEN ROAD, PORTSMOUTH, NH 03801

603-436-8352

WORK EXPERIENCE

1968 - 2012

PUBLIC SERVICE OF NEW HAMPSHIRE

- Line Supervisor 1986-1994
- Field Supervisor-R 1994 to 2000
- Senior Circuit Owner (Field Engineering Supervisor) 2000-2012

Responsibilities:

- Responsible for training and assisting Intern and Associate Engineers with the more complex engineering assignments.
- Identify improvements and major repair needs on the distribution system.
- Assesses the effect of alternative performance improvements on a benefit/cost basis and determines priorities.
- Responsible for engineering support to Customer Operations for any customer additions that require a substantial change to the distribution system.
- Analyzes projected deficiencies (voltage, overloads, etc.) for each circuit and develop "solution sets" to improve reliability.
- Operate profitably using managed risk assessment, ROA, contribution margin and other financial measures with allocated resources.
- Incident Commander for storm restoration and emergency assignments.

PSNH CERTIFICATES AND COMPANY INVOLVEMENT

1989 - 1992

Instructor, Medical First Aid and CPR Training

1989

Instructor, Linemen's Progression Training Program

2000

Field Engineering, Education Training

1967 - 1996

UNITED STATES COAST GUARD RESERVE
Petty Officer, E6/PS1
28 months as a recruiter
Administrative Petty Officer, 1980
Petty Officer in charge of Marine Safety Detachment, 1981
Federal Law Enforcement Petty Officer
Top Secret Security clearance

RIBBONS AND AWARDS

National Defense Service Medal
Meritorious Service ribbon with 3 bronze stars
Expert Rifle/Pistol
Coast Guard Good Conduct Medal
Armed Forces Reserve Medal
Meritorious Unit Commendation Citation
Douglas Hour Glass Device
Coast Guard Unit Commendation Medal

ASSIGNMENTS

Captain of the Port Office, Portland, ME
Captain of the Port Office, Boston, MA
Marine Safety Office, Portland, ME
Boarding Office - inspection of vessels up to and including
100,000 gross tons.
Pollution Investigation, pollution prevention, containment and
clean up, including all documentation and reporting
Recruiter, Portsmouth, NH
Station Portsmouth Harbor - search and rescue

SOCIAL AND COMMUNITY ACTIVITIES

- Member, First United Methodist Church
 - Chairman of the Board of Trustees 1996 to 1999
 - Member of the Administrative Council
- President, Propeller Club of the United States, Port of Portsmouth 1996-1998
- Board of Directors, Navy League of The United States, Portsmouth Council 1998 to 2012
- Past Commodore of the Portsmouth Yacht Club, 2002
- Past Commodore of the Navy Yacht Club, 2009
- Active Volunteer, Seacoast United Way
- Leadership Seacoast
- Co-President, Little Harbour School PTA (1981-1982)
- Republican City Committee - campaign Worker for Governor Meldrim Thompson, Gov. John Sununu & President George Bush

EDUCATION Portsmouth High School, Portsmouth, NH 1968
United States Coast Guard Institute 1986

MEMORANDUM

TO: John P. Bohenko, City Manager
FROM: Liz Good, Planning Department
SUBJECT: Conservation Commission Minutes
DATE: August 9, 2012

Please be advised that the approved minutes from the July 11, 2012 Conservation Commission meeting are now available on the City's website for your review.

MEMORANDUM

TO: John P. Bohenko, City Manager
FROM: Liz Good, Planning Department
SUBJECT: Historic District Commission Minutes
DATE: August 2, 2012

Please be advised that the approved minutes from the May 30, 2012 Historic District Commission meeting are now available on the City's website for your review.

MEMORANDUM

TO: John P. Bohenko, City Manager
FROM: Liz Good, Planning Department
SUBJECT: Historic District Commission Minutes
DATE: August 2, 2012

Please be advised that the approved minutes from the June 6, 2012 Historic District Commission meeting are now available on the City's website for your review.

MEMORANDUM

TO: John P. Bohenko, City Manager
FROM: Jane Shouse, Planning Department
SUBJECT: Site Review Technical Advisory Committee Minutes
DATE: August 13, 2012

Please be advised that the approved minutes from the July 31, 2012 Site Review Technical Advisory Committee meeting are now available on the City's website for your review.