

TO: JOHN P. BOHENKO, CITY MANAGER

FROM: VALERIE A. FRENCH, DEPUTY CITY CLERK

RE: ACTIONS TAKEN BY THE PORTSMOUTH CITY COUNCIL MEETING HELD ON FEBRUARY 3, 2014, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, MUNICIPAL COMPLEX, ONE JUNKINS AVENUE, PORTSMOUTH, NEW HAMPSHIRE

PRESENT: MAYOR LISTER, ASSISTANT MAYOR SPLAINE, COUNCILORS SHAHEEN, KENNEDY, LOWN, DWYER, SPEAR AND THORSEN

ABSENT: COUNCILOR MORGAN

-
1. At 5:45 p.m., a "Non-Meeting" with Counsel was held regarding Negotiations – RSA 91-A:2, I (b-c)
 2. Acceptance of Minutes – *There were no minutes on for acceptance.*
 3. Presentation – Mayor's Award to James and Laurie Teetzel for contributions and work on Memorial Park – Mayor Lister presented Mr. Teetzel with an award and gifts in recognition of their vision, efforts and financial contributions to Portsmouth's Memorial Park. Mr. Teetzel accepted on behalf of himself and his wife Laurie with thanks and appreciation.
 4. Presentation – Comprehensive Annual Financial Report (CAFR) – Scott McIntire of Melanson, Heath & Company, P.C. presented the annual Auditors' Financial Report for the Year Ending June 30, 2013.
 5. Public Comment Session – There were 10 speakers: Matt Nania, Lew Brown, Corinne and Tom Szopa, Bob Gibbons, Andrea Abbott, Stephanie Krepp (Sea-3 Propane Proposal) Joe Almeida (Conditional Use Permit), Patricia Bagley (Transgender Resolution), Alison Tanner (Capital Improvement Plan) and Marie Kelleher (Sidewalks)
 6. **Voted** to suspend the rules to bring forth Item XII.C.1. of the Agenda for consideration. Sea-3 Inc. Terminal Newington – Assistant Mayor Splaine explained that this issue is an important safety issue for all of the citizens of Portsmouth and wants to ensure that the City will continue to keep this issue in the forefront with regular reports back to the Council and citizens. City Manager Bohenko explained the steps taken to date including assigning Environmental Planner Peter Britz as the city contact person and who will attend meetings regarding this issue. He urged residents and others concerned to contact via e-mail, phone, letters etc. their federal, state and local representatives as the City of Portsmouth has little jurisdiction. A web-page will be created on the cityofportsmouth.com website with information on this issue as well as links to the various representatives.
 7. Public Hearing: Capital Improvement Plan (CIP) FY2015 – There were 2 speakers for the public hearing. Action on this matter will take place at the February 18, 2014 City Council meeting.

8. Approval of Grant and Donation to the Police Department:

- Grant from Police Standards and Training Council for Captain Warchol to attend Leadership Seacoast - \$833.33
- Donation from Newburyport Five Cent Savings Bank - \$500.00

Voted to approve and accept the grant and donation to the Police Department.

9. Acceptance of Donations for Art-Speak:

- Robin Lurie-Meyerkopf - \$150.00

Voted to accept and approve the donations to Art-Speak for the Art-Speak website line item, as presented.

10. First Reading of Resolution Increasing the Maximum Income Limit for Individuals Qualifying for the Elderly Real Estate Tax Exemption:

Proposed increase of Elderly Exemption by 1.5%

Single	\$35,704.00 increase of \$528.00
Married	\$44,044.00 increase of \$651.00
Asset Limit of	\$119,016.00 increase of \$1,759.00

Voted to pass first reading and authorize the City Manager to bring back for public hearing and adoption of the proposed Resolution at the February 18, 2014 City Council meeting.

11. First Reading of Resolution Increasing the Maximum Income Limit for Individuals Qualifying for the Disabled Real Estate Tax Exemption:

Proposed increase of Disabled Exemption by 1.5%

Single	\$35,704.00 increase of \$528.00
Married	\$44,044.00 increase of \$651.00
Asset Limit of	\$119,016.00 increase of \$1,759.00

Voted to pass first reading and authorize the City Manager to bring back for public hearing and adoption of the proposed Resolution at the February 18, 2014 City Council meeting.

12. Consent Agenda – **Voted to adopt the Consent Agenda.**

- A. Letter from Mary M. Condella, Seacoast Ride for Polycystic Kidney Disease (PKD), requesting permission to hold the Seacoast Ride for PKD on Sunday, June 8, 2014 (***Anticipated action – move to refer to the City Manager with power***)
- B. Letter from Richard Wagner, AIDS Response Seacoast, requesting permission to hold the 18th Annual Seacoast AIDS Walk and Dog Walk on Sunday, May 4, 2014 from 10:00 a.m. – 5:00 p.m. (***Anticipated action – move to refer to the City Manager with power***)

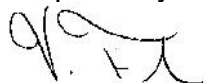
- C. Letter from Jennifer Hubbell, Executive Director, Girls on the Run New Hampshire, requesting permission to hold 7th Annual Spring Girls on the Run 5K Celebration Road Race on Saturday, June 7, 2014 (**Anticipated action – move to refer to the City Manager with power**)
- D. Request for License from Ben Midgley, owner of Crunch Franchise for property located at 135 Market 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 Ben Midgley, owner of Crunch Franchise for a projecting sign at property located at 135 Market Street and, further, authorize the City Manager to execute License Agreements for this request**)

Planning Director's Stipulations:

- *The license shall be approved by the Legal Department as to content and form;*
 - *Any removal or relocation of the projecting sign, for any reason, shall be done at no cost to the City; and*
 - *Any disturbance of a sidewalk, street or other public infrastructure resulting from the installation, relocation or removal of the projecting sign, for any reason, shall be restored at no cost to the City and shall be subject to review and acceptance by the Department of Public Works*
13. Letter from Bob Hassold, representing Save of Working Port (SOWP), requesting a Work Session with the City Council regarding the contract with the scrap metal company at the port expiring in June 2014. – **Voted** to refer to the Mayor to work with Mr. Hassold and the City Manager to establish a work session within the next few weeks and to include pertinent committees as deemed necessary for the discussion.
14. Letter from Spencer A. Niebuhr, Division Sales Manager, Redhook Brewery, requesting permission to conduct an activity involving bagpipers and others gathering at various local establishments on Thursday, February 27, 2014, as part of Portsmouth Beer Week – **Voted** to refer to the City Manager with power.
15. Letter from Ronald Vezina requesting permission to hold a private fireworks display on June 22, 2014 at 9:00 p.m. from the Portsmouth Dog Park (South playground area) in celebration of a wedding. – **Voted** to accept and place on file.
16. Proposed Agreement with Operation Blessing regarding the Greenleaf Recreation Center – **Voted** to authorize the City Manager to enter into a concession agreement with Operation Blessing, Inc. for the Greenleaf Recreation Facility according with the terms in the attachment for two years, with a one-year renewal if agreeable to both parties.
17. Report Back Re: Parking Rates at High Hanover Parking Garage – **Voted** to amend the Parking Rates at High Hanover Parking Garage by Increasing the Hourly Rate from \$0.75 to \$1.00 and Eliminate First Hour Free parking (does not affect residents free parking on Sundays) with the change to take effect March 3, 2014.

18. Proposed Resolution for Bond Authorization of up to Three Million Five Hundred Thousand Dollars \$3,500,000 for the Design and Construction of the Hobbs Hill Water Tank Replacement - **Voted** to authorize the City Manager to bring back for first reading a Bond Resolution in the amount of Three Million Five Hundred Thousand Dollars (\$3,500,000) for the replacement of the Hobbs Hill Landing Water Tank for the February 18, 2014 City Council meeting.
19. Request to Establish a Work Session with GSA (U.S. General Services Administration) on February 18, 2014 regarding the McIntyre Federal Building and Property – A Work Session was formally established for Tuesday, February 18, 2014 at 6:00 p.m.
20. Request to Renew Seacoast Growers' Association (Farmers' Market) proposed 2014 License Agreement - **Voted** to authorize the City Manager to enter into a License Agreement with the Seacoast Growers' Association for 2014, as presented
21. Proposed Resolution for Supplemental Appropriation to Fund for FY14 for the Settlement of Firefighters and Fire Officers Collective Bargaining Agreements – **Voted** to establish a public hearing for the February 18, 2014 meeting in order to appropriate an amount of up to \$97,000 from Unassigned Fund Balance to be used in the FY14 Fire Department Budget for implementation of Collective Bargaining Agreements.
22. Proposed Easement Re: 30 Maplewood Avenue – Voted to authorize the City Manager to accept an easement for a street lighting controller from 30 Maplewood Avenue, LLC.
23. Appointment to be Considered – Justin Finn was considered for appointment as an alternate to the Planning Board and Gibson “Mike” Kennedy was considered for appointment to the Portsmouth Housing Authority. These appointments will be voted at the February 18, 2014 meeting.
24. Transgender Discrimination Resolution - **Voted** to refer to the City Attorney to bring back a formal resolution for consideration at an upcoming meeting.
25. Mandatory Financial Disclosure as a Requirement for Public Service and City Council Request to the Planning Board to Review the Design Review Process (Informational Items Only) - No action taken.
26. Adjournment – At 9:50 p.m. voted to adjourn.

Respectfully submitted by:



Valerie A. French
Deputy City Clerk