

CITY COUNCIL MEETING

MUNICIPAL COMPLEX, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, PORTSMOUTH, NH
DATE: MONDAY, SEPTEMBER 23, 2024 TIME: 6:00PM

Members of the public also have the option to join the meeting over Zoom, a unique meeting ID and password will be provided once you register. To register, click on the link below or copy and paste this into your web browser

https://us06web.zoom.us/webinar/register/WN_KSlyIK1qRY-MJ15SIKGy9Q

AGENDA

- I. 6:00PM – WORK SESSION – PARKING UTILIZATION STUDY UPDATE
- II. PUBLIC DIALOGUE SESSION [when applicable – every other regularly scheduled meeting] – **N/A**
- III. CALL TO ORDER [7:00 p.m. or thereafter]
- IV. ROLL CALL
- V. INVOCATION
- VI. PLEDGE OF ALLEGIANCE

- VII. ACCEPTANCE OF MINUTES – AUGUST 5, 2024

- VIII. RECOGNITIONS AND VOLUNTEER COMMITTEE REPORTS
 - A. *Recognition of outgoing Director of Water Resources/Deputy Director of Public Works Brian Goetz

- IX. PUBLIC COMMENT SESSION (*This session shall not exceed 45 minutes*) – (*participation may be in person or via Zoom*)

- X. PUBLIC HEARINGS AND VOTE ON ORDINANCES AND/OR RESOLUTIONS

First Reading of Ordinance:

- A. First Reading of Ordinance Amending Chapter 10, Article 6 - Overlay Districts, Section 10.680 – Gateway Neighborhood Overlay District, by Establishing a New Incentive Overlay District Allowing for Higher Density Housing (***Sample motion – move to pass first reading and schedule a public hearing and second reading to be held at the October 21, 2024 City Council meeting***)

Public Hearing/Second Reading of Ordinance:

- B. PUBLIC HEARING AND SECOND READING of Ordinance Amending Chapter 1, Article IV, Section 1.412 – Public Art Review Committee, existing text to be deleted in its entirety and replaced with a brief reference to a new section in Chapter 1, Article XVII relating to public art; and Chapter 1, Article XVII – Funding of Public Art, Sections 1.1700-1.1707 existing text to be deleted in its entirety and replaced with a new Article XVII, retitled Funding, Review and Acquisition of Public Art, inclusive of new Sections 1.1700-1.1709

- PRESENTATION
- CITY COUNCIL QUESTIONS
- PUBLIC HEARING SPEAKERS
- ADDITIONAL COUNCIL QUESTIONS AND DELIBERATIONS

(Sample motion – move to pass second reading and schedule a third and final reading at the October 7, 2024 City Council meeting)

XI. CITY MANAGER’S ITEMS WHICH REQUIRE ACTION

A. CITY MANAGER CONARD

City Manager’s Items Which Require Action:

1. *Request to Schedule Joint Work Session on the FY2026-FY2031 Capital Improvement Plan
2. Consideration of Referral of Draft Right-to-Know Policy to Fee Schedule Study Committee
3. Sale of Surplus Police Vehicles
4. Acceptance of Several Easements for Property Located at 53 Green Street

XII. CONSENT AGENDA

- A. Request from Roger Leahy, Overland Sheepskin Company, to install two Projecting Signs at 1 Market Square ***(Anticipated action – move to approve the aforementioned Projecting Signs License as recommended by the Planning & Sustainability Director, and further, authorize the City Manager to execute the License Agreement for this request)***

Planning Director’s Stipulations:

- ***The license shall be approved by the Legal Department as to content and form;***
 - ***Any removal or relocation of the signs, 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 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. Letter from Chris Carragher, Seacoast Paddleboard Club (SPC), requesting permission to hold the 6th Annual Paddleboard event on Sunday, October 27, 2024, from 9:00 a.m. to 11:30 a.m. at the Robert P. Sullivan Boat Launch at Peirce Island ***(Anticipated action – move to refer to the City Manager with Authority to Act)***

- C. Letter from Barbara Massar, Pro Portsmouth, Inc., requesting permission to hold the following events:
- First Night Portsmouth 2025 – Tuesday, December 31, 2024
 - Children’s Day – Sunday, May 4, 2025; Noon – 4:00 p.m.
 - 48th Annual Market Square Day Festival & 10K Road Race – Saturday, June 14, 2025; 9:00 a.m. – 4:00 p.m.
 - 22nd Annual Summer in the Street – Saturday evenings – July 5, 12, 19, 26, August 2, 2025; 5:30 p.m. – 8:30 p.m.

In addition, Pro Portsmouth, Inc. requests the City joins as a sponsor in support of the fireworks’ display in the amount of \$3,000.00 (***Anticipated action – move to refer the City Manager with Authority to Act***)

- D. Letter from Laurie Mantegari, Scarecrows of the Port, requesting permission to install Scarecrows of the Port in the streets of Portsmouth beginning Tuesday, October 8th through Saturday, November 2nd (***Anticipated action – move to accept temporary art display and refer to the City Manager with Authority to Act***)

XIII. PRESENTATIONS AND WRITTEN COMMUNICATIONS

- A. *Presentation on the Community Policing Facility – City Staff
- B. Email Correspondence (***Sample motion – move to accept and place on file***)
- C. Letter from Christine Groleau, North Church of Portsmouth, requesting a reduction or waiver of fees associated with the upcoming construction project at 2 Congress Street
- D. PPMtv Proposal for Additional Funding and Change in Policy

XIV. MAYOR McEACHERN

1. *Appointment of Sean Clancy as a Regular member and Jillian Harris as an Alternate member to the COAST Board of Directors
2. Appointments to be Considered:
 - Reappointment of Mark Syracuse to the Parking & Traffic Safety Committee
 - Reappointment of Mary Lou McElwain to the Parking & Traffic Safety Committee
 - Reappointment of Erica Wygonik to the Parking & Traffic Safety Committee
 - Reappointment of Robert Marchewka to the Economic Development Commission
 - Appointment of Brian Gibb to the Conservation Commission from an Alternate to a Regular member

3. Resignation
 - Adam Fitzpatrick from the Conservation Commission (***Sample motion – move to accept the resignation with regret and to send a letter of thanks for his service to the City***)

XV. CITY COUNCIL MEMBERS

A. ASSISTANT MAYOR KELLEY & COUNCILOR TABOR

1. *Housing Blue Ribbon Committee Update

B. ASSISTANT MAYOR KELLEY

1. Update from the Legislative Subcommittee and its recommendation to approve the New Hampshire Municipal Association's 2025-2026 Proposed Legislative Principles and Proposed Legislative Policies to be voted on by NHMA members at its policy conference on September 27, 2024 (***Sample motion – move to approve NHMA's 2025-2026 Proposed Legislative Principles and Legislative Policies***)

C. COUNCILOR COOK & COUNCILOR DENTON

1. *Climate Action Plan related Capital Improvement Plan Additions (***Sample motion – move to allow Climate Action Plan related Capital Improvement Plan additions by the Sustainability Committee to be submitted past the current deadline***)

D. COUNCILOR COOK

1. *Public Art Review Committee Ordinance Amendment (***Sample motion – move to amend the current language in the Public Art Review Committee Ordinance as follows: In Section 1.1702 Public Art Commitment, in the first sentence, replace the phrase “all new municipal buildings or for the renovation of existing municipal buildings” with “capital construction appropriations for any public construction project, excluding roadways and associated utilities”***)

E. COUNCILOR BAGLEY

1. Parking & Traffic Safety Committee Action Sheet and Minutes of the September 5, 2024 meeting (***Sample motion – move to approve and accept the action sheet and minutes of the September 5, 2024 Parking & Traffic Safety Committee meeting***)
2. Request for First Reading of amendment to Chapter 7, Vehicles, Traffic and Parking, Article X, Towing, Section 7.1004, Towing or Immobilization of Motor Vehicles for Non-Payment of Parking Fines (***Sample motion – move to request first reading of the ordinance to be held at the October 7, 2024 City Council meeting***)
3. Renewal of Annual Valet Parking License Agreement for Parade Residence Hotel LLC (***Sample motion – move to approve the renewal of the Valet Parking License Agreement for Parade Residence Hotel, LLC***)

4. Renewal of Annual Valet Parking License Agreement for Portwalk HI LLC (***Sample motion – move to approve the renewal of the Valet Parking License Agreement for Portwalk HI LLC***)

E. COUNCILOR MOREAU

1. *Update from the Planning Board meeting on September 19, 2024 regarding GNOD

XVI. APPROVAL OF GRANTS/DONATIONS

- A. Acceptance of Historic Cemetery Donation - \$2,500.00 (***Sample motion – move to accept the donation from EightKPH LLC in the amount of \$2,500.00 to support restoration work at the North Cemetery***)
- B. Acceptance of Fire Department Donation - \$100.00 (***Sample motion – move to accept the donation from Allen Hawthorne in the amount of \$100.00 to be used at the departments discretion***)
- C. *Acceptance of Police Department Grant from the NH Department of Safety - \$26,300.00 (***Sample motion – move to approve and accept the grant for the Police Department as presented***)
- D. Acceptance of Police Department Donation - \$3,200.00 (***Sample motion – move to approve and accept the donation for the Police Department as presented***)

XVII. CITY MANAGER'S INFORMATIONAL ITEMS

1. *Pease Development Authority Board Meeting Update
2. *Revaluation Informal Hearings Update
3. Report Back on PPMtv Request for Additional Funding and Policy Change
4. *Update on Accessory Dwelling Unit Handbook

XVIII. MISCELLANEOUS BUSINESS INCLUDING BUSINESS REMAINING UNFINISHED AT PREVIOUS MEETING

XIX. ADJOURNMENT [at 10:30 p.m. or earlier]

**Indicates verbal report*

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