

CITY COUNCIL MEETING

MUNICIPAL COMPLEX
DATE: MONDAY, NOVEMBER 19, 2007

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

At 6:15 p.m., an Anticipated "Non-Meeting" with Counsel was held regarding negotiations RSA: 91-A:2, I (b-c).

I. CALL TO ORDER

Mayor Marchand called the meeting to order at 7:15 p.m.

II. ROLL CALL

Present: Mayor Marchand, Assistant Mayor Ferrini, Councilors Grasso, Dwyer, Raynolds, Pantelakos, Whitehouse, Smith and Hynes

III. INVOCATION

Mayor Marchand asked everyone to join in a moment of silent prayer.

IV. PLEDGE OF ALLEGIANCE

Councilor Whitehouse led in the Pledge of Allegiance to the Flag.

PRESENTATION

1. Portwalk Re: Proposed Underground Municipal Parking Garage

Mayor Marchand announced that we would receive a presentation regarding the PortWalk Project.

City Manager Bohenko advised the City Council that Dana Levenson and Everett Eaton of the Economic Development Commission will be addressing the City Council regarding the PortWalk Project.

Dana Levenson and Everett Eaton provided a brief presentation on behalf of the Economic Development Commission relative to their unanimous endorsement of the Portwalk Project. He discussed the proposed 325 underground parking spaces. He said the project meets the objective of the Central Business District. Everett Eaton further discussed the need for parking in the Central Business District. He spoke to the demand for parking in the High Hanover Parking Garage and that we are quickly going beyond our ability to meet the parking needs in that facility. In closing, Mr. Eaton said that the City is paying nothing for the land and that fact cannot be overstated.

Josh Anderson of Portwalk also provided a brief overview of the project and proposed underground municipal parking garage. He reported that the cost is \$38,000.00 - \$40,000.00 per space which equates to \$12,500,000.00. He reported that the site plan received approvals on July 31, 2007 with stipulations. Items approved for the project are as follows:

- 160,000 square feet of office space
- 70,000 square feet of retail and restaurant space
- 28 residential units
- 128-room, extended-stay hotel
- Underground parking garage with 333 spaces

Mr. Anderson said the groundbreaking is expected for June 1, 2008. He discussed the ability to provide additional parking which is well located, easily accessible and centrally located. There are no land acquisitions; preserves open space and moves cars out of sight. In closing, rates charged to the public would be set by the City and the City spaces would be available to the public 24/7. He also spoke to the need to move quickly in order to maintain design schedule.

Assistant Mayor Ferrini moved to suspend the rules in order to take up Item XII. A.1. – Portwalk Re: Proposed Underground Municipal Parking Garage. Seconded by Councilor Pantelakos and voted.

XII. A.1. Portwalk Re: Proposed Underground Municipal Parking Garage

City Manager Bohenko advised the City Council that the City would pay for their 325 spaces, and the City would operate the garage. He spoke to the developer's limited time frame and the unanimous endorsement of the project by the Economic Development Commission.

Councilor Whitehouse moved to authorize the City Manager to negotiate and bring back for approval an Agreement with Parade Office LLC in accordance with the presentation which has been made to the City Council this evening. Seconded by Councilor Pantelakos. On a unanimous roll call vote 9-0, motion passed.

Councilor Grasso moved to authorize the City Manager to bring forward for first reading on December 3, 2007, a bond resolution, which authorizes the borrowing of up to \$12.5 Million for the purpose of implementing an Agreement with Parade Office LLC to create 325 spaces of municipally owned parking. Seconded by Councilor Hynes. On a unanimous roll call vote 9-0, motion passed.

Councilor Whitehouse moved to suspend the rules in order to present a Mayor's Award to Dr. Susan Bunting (Not on agenda). Seconded by Councilor Grasso and voted.

Mayor's Award – Dr. Susan Bunting (Not on agenda)

Kathy Goodwin, York Chamber of Commerce, and Mayor Marchand presented Dr. Susan Bunting with a Mayor's Award in recognition of Susan's 23 years of dedicated service to the Foundation for Seacoast Health. Susan accepted the award with thanks and appreciation.

V. ACCEPTANCE OF MINUTES – OCTOBER 15, 2007

Councilor Pantelakos moved to approve and accept the minutes of the October 15, 2007 City Council meeting. Seconded by Councilor Smith and voted.

VI. PUBLIC COMMENT SESSION

Barbara Massar, Pro Portsmouth, invited the City Council to attend the Annual Tree Lighting Ceremony being held on Friday, November 30, 2007. She announced that the Portsmouth Middle School band will be performing and the tree would be decorated with ornaments made by Portsmouth children. Barbara also informed the City Council that Pro Portsmouth will be conducting a food drive for non-perishable items with all donations going to the local food pantry. She said that collections will be done through December 14th and urged citizens to contribute to this worthy cause. She also spoke to the annual First Night being held on December 31, 2007. She encouraged citizens to go to the Pro Portsmouth website for further information regarding First Night.

Bert Cohen, Sustainability Committee, read from the letter provided to the City Council regarding the support of the Committee for the adoption of the Resolution designating Portsmouth as an Eco-Municipality. He advised the City Council by adopting this Resolution, Portsmouth would be joining other municipalities and we would be the first in the east coast to adopt such a resolution.

VII. PUBLIC HEARING

- A. RESOLUTION AUTHORIZING THE BORROWING OF UP TO SEVEN HUNDRED AND FIFTY THOUSAND DOLLARS (\$750,000.00) THROUGH THE ISSUE OF BONDS, NOTES OR THE EXECUTION OF LEASE PURCHASE AGREEMENTS FOR THE ACQUISITION OF ONE FIRE APPARATUS

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

City Manager Bohenko advised the City Council that Fire Chief LeClaire is present this evening to speak to this Resolution.

Fire Chief LeClaire said that this Resolution represents a change in the Capital Improvement Plan for moving forward with the replacement of the aerial ladder. He informed the City Council that the current vehicle is out of service and was found to be damaged beyond reasonable repair costs. He said that this new vehicle conforms to all fire standards and requested that the City Council adopt the Resolution in order for the department to move forward with the replacement.

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

VIII. APPROVAL OF GRANTS/DONATIONS

There are no items under this section of the agenda this evening

IX. CONSIDERATION OF RESOLUTIONS AND ORDINANCES

- A. First reading of Amendments to Chapter 7 – Vehicles, Traffic Parking Omnibus Parking Ordinance (October 1, 2006 – April 30, 2007)
 - 1. Section 7.324: LIMITED PARKING - ONE HOUR
 - A. No person having control or custody of any vehicle shall stop or cause the same to stop or park for longer than one hour at any time between the hours of 8:00 a.m. and 6:00 p.m., Sundays and Holidays not included, on the following streets and locations:
 - ~~9. Public Library: All areas adjacent to and part of the public land contiguous to the Public Library. (See Map #1)~~
 - 2. Section 7.402: AREAS ESTABLISHED, DESIGNATED, AND DESCRIBED
 - A. Bridge Street Off-Street Parking Area
 - 1. ~~The first five parking spaces along the Bridge Street side of the lot from Islington Street shall be designated and marked "thirty minutes parking only. (See Map #2)~~
 - G. Wright Avenue Off-Street Parking Area
 - The following area to be known as the Wright Avenue Off-Street Parking Area is hereby established for off-street parking of motor vehicles:

That piece of land bounded by State Street on the South, the Memorial Bridge Traffic Island on the East, Daniel Street on the North and the Community Center on the West.

All of said area not otherwise designated by the placement of parking meters shall be limited to parking not to exceed 4 ~~2~~ (four ~~two~~) hours at any one time.

It shall be unlawful for any person to cause or permit any vehicle registered in his name to be parked in violation of this Section and said violation may be subject to be removed by towing.

(See Map #3)

I. Old Public Library Off-Street Parking Area

All areas adjacent to and part of the public land contiguous to the old Public Library on Islington Street are hereby established for the off-street parking of motor vehicles. All of said area in the Old Public Library off-street parking area is designated as a two-hour parking meter zone. **(See Map #1)**

3. Section 7-A.402: BUS STOPS DESIGNATED

D. Hanover Street: southerly side of Hanover Street 140 feet east of Fleet Street to a point 285 feet east of Fleet Street ~~from a point located 100 feet west of Market Street to a point 54 feet westerly.~~
(See Map #4)

4. Section 7A.406: HORSE DRAWN CARRIAGES

~~A. There is hereby established an area comprised of one parking space on the westerly side of Pleasant Street adjacent to Congress Street to be marked, "Horse and Carriage Stand, 12 Noon to 12 Midnight". All vehicles parking in that location in contravention of this limitation shall be subject to towing by the City with the costs to be borne by the owner of the vehicle. **(See Map #5)**~~

5. Section 7A- 408: TAXI STANDS DESIGNATED

The following areas are hereby designated as Taxi stands:

A. ~~High Street: easterly side, first two parking spaces from Market Square.~~ Pleasant Street: easterly side, first parallel parking space north of State Street. **(See Map #6)**

- B. Market Street:
 - 1. westerly side, second parking space from Market Square.
 - 2. easterly side, first parking space north of Bow Street, from 10:00 p.m. to 6:00 a.m. only. **(See Map #7)**
- C. Hanover Street: southerly side, first parking space west from the bus stop. **(See Map #8)**

6. Section 7.601: TRUCK LOADING/UNLOADING ZONES ESTABLISHED

Unless otherwise designated below, the following locations are established as exclusive "Truck Loading Zones" on Mondays through Saturdays between the hours of 6:00 a.m. and 7 6:00 p.m. During these times only trucks, vans and other commercial delivery vehicles engaged in loading or unloading of product, merchandise or equipment may park. Such vehicles may park at the designated locations for a period not to exceed 30 minutes. Unless otherwise determined by ordinance, at all other times these zones shall be open parking for all vehicles. **(No Map Attached)**

Mayor Marchand advised the City Council that this ordinance reflects a number of changes to the Parking Ordinance. These changes were implemented as part of the pilot program by the Parking Committee over the past year.

Councilor Smith moved to pass first reading for the proposed changes to Chapter 7 of the Parking Ordinance and schedule a public hearing and second reading at the December 3, 2007 City Council meeting. Seconded by Assistant Mayor Ferrini.

Councilor Smith said that this ordinance reflects changes as proposed by the Parking Committee. He informed the City Council that the changes are small and are housekeeping items in nature.

City Manager Bohenko spoke to the maps that have been provided reflecting the changes. He also informed the City Council that the maps would be made available on the website for reference by the public.

Councilor Reynolds spoke to one of the changes whereby the Bridge Street lot will become 2 hour spaces with the relocation of the Library to Parrott Avenue.

Councilor Whitehouse said that the Taxi Commission appreciates the Parking Committee allowing taxi stand spaces and suggested that the spaces be indicated as tow zones if vehicles other than taxicabs utilize those spaces. Councilor Smith said that any taxi stand is a tow zone. City Manager Bohenko advised Councilor Whitehouse that signs are currently posted to indicate tow zones.

Motion passed.

- B. Adoption of Resolution Authorizing the Borrowing of up to Seven Hundred and Fifty Thousand Dollars (\$750,000.00) through the Issue of Bonds, Notes or the Execution of Lease Purchase Agreements for the Acquisition of One Fire Apparatus

Councilor Pantelakos moved to adopt the Proposed Resolution, as presented. Seconded by Councilor Smith.

Councilor Smith asked what the expected life cycle of the vehicle is. Fire Chief LeClaire responded 15 years. Councilor Smith asked Chief LeClaire what kind of damage was done to the existing truck. Chief LeClaire advised the City Council that the truck was over loaded. He reported that there is structural damage to the vehicle and it was poorly designed. Councilor Smith asked if Station 1 doors will need to be increased with the purchase of this larger vehicle. Chief LeClaire said that the vehicle will be held at Station 2 and the department is looking at revamping the doors at Station 1.

Councilor Grasso asked when we would be expected to take possession of the new vehicle. Chief LeClaire said in approximately two weeks.

On a unanimous roll call 9-0, voted to adopt the Proposed Resolution, as presented.

- C. Adoption of Eco-Municipality, Designation Resolution – Adoption of Sustainable Community Development Policy

Councilor Raynolds moved to adopt the proposed Resolution, as presented. Seconded by Assistant Mayor Ferrini and voted.

X. CONSENT AGENDA

A MOTION WOULD BE IN ORDER TO ADOPT THE CONSENT AGENDA

- A. Acceptance of Donations to the Coalition Legal Fund
- Town of Hampton Falls - \$1,000.00
 - Town of Sunapee - \$2,500.00

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

- B. Acceptance of Donation to the Cemetery Committee
- Louise Tallman - \$40.00

(Anticipated action – move to approve and accept the donation to the Cemetery Committee, as listed)

- C. Acceptance of Donation to the New Library Fund
- Edmund S. & Maija N. Hibbard - \$250.00 (*Fulfills pledge*)
- (Anticipated action – move to approve and accept the donation to the New Library Fund, as listed)***
- D. Acceptance of Donation to the Fire Department
- Michael A. & Janet D. McCann - \$100.00
- (Anticipated action – move to approve and accept the donation to the Fire Department, as listed)***
- E. Letter from Bill St. Laurent regarding the Ruling of Superior Court Judge for Garage Building (***Anticipated action – move to accept the letter and place it on file***)
- F. Letter from Madelyn Good regarding the Human Rights Torch Relay Special Event Permit Request (***Anticipated action - move to refer to the City Manager with power***)

Assistant Mayor Ferrini moved to adopt the Consent Agenda, as presented. Seconded by Councilor Grasso and voted.

XI. PRESENTATION & CONSIDERATION OF WRITTEN COMMUNICATIONS & PETITIONS

- A. Letter from Peter Somssich, Labor Portsmouth Peace Treaty Parade, requesting that the City consider splitting the cost of the police overtime coverage for the event

Councilor Pantelakos moved to approve the request of \$733.00 to be paid from the Contingency Fund. Seconded by Councilor Reynolds.

Councilor Whitehouse said he participated in the parade and asked if it would be a conflict for him to vote on this matter. City Attorney Sullivan informed Councilor Whitehouse that he may vote on this matter, as there is no conflict of interest.

Councilor Grasso said she is concerned that this could cause other organizations to seek assist with police coverage and other costs associated with events. She said that she feels this could set precedence and asked the City Council to consider the request carefully.

Assistant Mayor Ferrini said he would support the request and spoke to the representation from the Portsmouth Naval Shipyard in the event and the need to continue to raise awareness of the need for the facility. He said it is important for the organization to be aware that this is not a cost that would be borne by the City in the future.

Councilor Smith asked City Manager Bohenko if we have heard from the Police Commission on their budget and if this request would affect the budget. City Manager Bohenko said that they are on track with their budget but the police coverage revenue may go down.

Councilor Smith expressed concern granting the request and setting precedence for the future.

City Manager Bohenko said that this is a policy issue for the City Council. He said that this would not be granted in the future. He advised the City Council that there are cases where assistance is needed for first time events. City Manager Bohenko said he hopes that the City Council sends a clear message to the organization that this is a one time expense and will not be granted in the future.

Councilor Whitehouse spoke in support of the request and asked that the City Council grant the request for funding assistance.

Motion passed.

XII. REPORTS AND COMMUNICATIONS FROM CITY OFFICIALS

A. CITY MANAGER

2. Request to Authorize Prepayment of Taxes

City Manager Bohenko said he has provided the City Council with a copy of the RSA for reference.

Councilor Smith moved to authorize property owners to prepay taxes in accordance with the attached RSA 80:52-a. Seconded by Councilor Whitehouse.

Councilor Whitehouse said years ago there was a discount provided for individuals paying their taxes early. City Manager Bohenko said that the State Statute does not allow for discounts if taxes are paid early.

Motion passed.

3. Report Back Re: Sidewalk Encroachment for 2 Ceres Street

City Manager Bohenko said that the Planning Board is recommending the City Council grant the license with a stipulation.

Councilor Whitehouse moved to accept the Planning Board's recommendation to grant a license to 2 Ceres Street with the following stipulation:

- *That the City retains the right to direct the removal of the encroachment in order to preserve the public's interest.*

Motion seconded by Councilor Pantelakos.

Councilor Dywer spoke to the extensive discussion at the Planning Board relative to this matter. She said that there was an issue of concern relative to the stairs. City Manager Bohenko said that this matter would be looked at administratively. Councilor Pantelakos asked who is responsible for the stairs. City Manager Bohenko said that the City is responsible and if we move forward with the Riverwalk things would change in the area.

Motion passed.

4. Lafayette School Redevelopment

City Manager Bohenko said that this is consistence with the redevelopment of buildings. He informed the City Council that the building is blighted and in need of substantial repairs.

Assistant Mayor Ferrini moved to designate the Lafayette School building as blighted and in need of substantial repair and recognize that the redevelopment of this building will meet the City's building re-use and affordable housing goals. Seconded by Councilor Grasso.

Councilor Whitehouse expressed concern with the word blighted and said that he feels that could mean that the building could be demolished in the future. City Manager Bohenko said the word must be used in order to receive the grant. City Attorney Sullivan said that it is the proper word and needed for the grant.

Councilor Smith asked by making the designation does it hold the City responsible in any way. City Manager Bohenko said no.

Councilor Dwyer asked what the legal meaning of the word is in this situation. City Attorney Sullivan said that it means the City Council has made the determination that the appearance of the building does not meet the surroundings of the neighborhood.

Portsmouth Housing Director Joe Couture advised the City Council if there is lead paint and asbestos in the building it is considered blighted.

Motion passed.

5. Report Back Re: Easement/License for the Westin Hotel, Conference Center and Parking Facility

Planning Director Holden reviewed the report back from the Planning Board. He reported that this allows necessary easements for foundation footings and building fixtures to extend over the building. He said that this request is similar to the request granted for the Hilton Garden Hotel.

Councilor Pantelakos moved that the City Council accept the recommendation of the Planning Board as outlined.

Planning Board Recommendations:

That the maintenance easement should be eliminated from the plan and all other easements and licenses should be approved by the Council and,

That the Legal Department should review and approve all easements and licenses as to content and form and when these are in proper form that the City Manager shall be authorized to have these recorded at the Rockingham County Registry of Deeds.

Motion seconded by Councilor Smith and voted.

6. Acceptance of Easement Re: Kevin and Meghan Bowersox, 114 Raleigh Way

City Manager Bohenko said that the City requires a minor easement for improvements to Raleigh Way.

Councilor Whitehouse moved to authorize the City Manager to accept a sidewalk easement from Kevin and Meghan Bowersox. Seconded by Councilor Pantelakos and voted.

7. Request to Extend License Agreement for Trash Compactor on Ceres Street Compactor

City Manager Bohenko reported that the License Agreement expires on November 30, 2007 and the owners of the establishment would like to renew the license. He advised the City Council that we are working to deal with the needs for solid waste disposal.

Councilor Grasso moved to authorize the City Manager to extend the License Agreement between the City of Portsmouth and Old Ferry Landing, Inc., Poco Diablo, Inc., and Stockpot, Ltd., for the period December 1, 2007 through November 30, 2008. Seconded by Councilor Pantelakos.

Councilor Whitehouse said that the memorandum refers to the Dolphin Striker restaurant as part of the request.

Councilor Smith moved to suspend the rules in order to allow comment from Mr. Blalock owner of the Ferry Landing. Seconded by Councilor Pantelakos and voted.

Mr. Blalock advised the City Council that the Dolphin Striker started using the dumpster in June and he would request that they be added to the license agreement. City Attorney Sullivan said that the Dolphin Striker would need to be added as a signatory to the agreement.

Councilor Smith asked Mr. Blalock if any other restaurants were using the dumpster. Mr. Blalock informed the Council that they are trying to get the Black Trumpet to utilize the dumpster and he does allow residents to use the dumpster as well.

Councilor Whitehouse made a friendly amendment to add the Dolphin Striker to the motion. Councilor Grasso accepted the friendly amendment as part of the motion as well as Councilor Pantelakos who seconded the main motion.

Councilor Dwyer expressed concern with the responsibility of additional users. City Attorney Sullivan said if someone does not sign the document they are not responsible. Councilor Dwyer said that only the signatory businesses be allowed to use the dumpster.

Councilor Smith asked if we could add language that if residents utilize the dumpster they would be responsible for any liability associated with it. Mayor Marchand said that the liability only lies with the signatorys of the agreement. City Attorney Sullivan said he would review the agreement before City Manager Bohenko executes it and if changes need to be made he would make them. He said he would look to add that liability for the non-signatory individual be liable to the businesses that signed the agreement.

Councilor Dwyer said that this is not something we should encourage. Mayor Marchand said that the dumpster is on City property and it is the responsibility of the City to make sure we are protected.

Motion to authorize the City Manager to extend the License Agreement between the City of Portsmouth and Old Ferry Landing, Inc., Poco Diablo, Inc., Stockpot, Ltd., and Dolphin Striker for the period December 1, 2007 through November 30, 2008 passed.

8. PSNH Request for Easement

Councilor Pantelakos moved to refer to the Planning Board for a report back. Seconded by Assistant Mayor Ferrini and voted.

Informational Items

1. Report Back Re: Letter from Kenneth Murphy Requesting the Release of any Public Dedication and a Quitclaim Deed to the Easterly Portion of Van Buren Avenue and to the Benefit of Property Located at 5 Adams Avenue (former Murphy Residence)
2. 1st Annual Recognition of Service for the City of Portsmouth Boards & Commissions
3. Recount of the 2007 Municipal Election

City Manager Bohenko announced that the 1st Annual Recognition of Service for the City of Portsmouth Boards and Commissions will be televised on Wednesday, November 28th.

Councilor Smith requested that City Manager Bohenko send a letter to the School Board or Superintendent Lister regarding the RFP for the Middle School referencing the cost associated with the relocation of the central school offices to the Middle School. City Manager Bohenko said he would send a letter to Superintendent Lister request a response.

Councilor Reynolds expressed concern with the need for additional parking if the central school offices were to relocate to the Middle School and the Council should receive information relative to that issue as well.

B. MAYOR MARCHAND

1. Appointments to be Considered:
 - Constance Carmody – Appointment to the Citizens Advisory Committee

The City Council considered the appointment of Constance Carmody to the Citizens Advisory Committee. This appointment will be voted on by the City Council at the December 3, 2007 meeting.

2. Appointments to be Voted:
 - Lisa DeStefano – Reappointment to the Building Code Board of Appeals

Councilor Grasso moved reappoint Lisa DeStefano to the Building Code Board of Appeals until July 1, 2012. Seconded by Assistant Mayor Ferrini and voted.

- Chester Keefe – Reappointment to the Building Code Board of Appeals

Councilor Grasso moved to reappoint Chester Keefe to the Building Code Board of Appeals until July 1, 2012. Seconded by Assistant Mayor Ferrini and voted.

- Jeffrey Landry – Appointment to the Building Code Board of Appeals

Councilor Grasso moved to appoint Jeffrey Landry to the Building Code Board of Appeals until July 1, 2012. Seconded by Councilor Whitehouse and voted.

- Carol Lincoln – Appointment to the Board of Library Trustee

Councilor Dwyer moved to appoint Carol Lincoln to the Board of Library Trustees until October 1, 2010. Ms. Lincoln will be filling the expired term of Kevin Lafond. Seconded by Assistant Mayor Ferrini and voted.

- Carla Marvin – Appointment to the Trees and Public Greenery

Councilor Whitehouse moved to appoint Carla Marvin to the Blue Ribbon Committee for Trees & Public Greenery. Seconded by Assistant Mayor Ferrini and voted.

3. Resignation – Timothy Fortier – Planning Board

Assistant Mayor Ferrini moved to accept with regret the resignation of Timothy Fortier from the Planning Board. Seconded by Councilor Dwyer.

Councilor Smith requested that a letter be sent to Mr. Fortier from Mayor Marchand thanking him for his service to the Planning Board.

Motion passed.

C. COUNCILOR SMITH

1. Report and Recommendation from the Mayor's Blue Ribbon Cruise Ship Committee

Councilor Smith reviewed his report and recommendation from the Mayor's Blue Ribbon Cruise Ship Committee with the City Council. He reported on the following findings:

Local Constrains

Ships entering Portsmouth Harbor are constrained by the following:

1. *Constraints to ship particulars including length, breadth, draft and air draft. These parameters as they relate to the two life bridges and the turning basin.*
2. *Stages of the river current advantageous to ship docking including a limited tide schedule around daily slack tides.*
3. *Pilot recency (i.e. level of river pilot familiarity and documented experience with Portsmouth Harbor)*
4. *Limited docking facilities of appropriate length docks*
5. *State legislation governing gambling on certain size cruise ships*

Councilor Smith reported that American Cruise Lines, the American Canadian Cruise Lines and Cruise West Lines and potentially two or three other lines could sail into Portsmouth Harbor. Of these companies, American Cruise Lines, the American Canadian Cruise Lines and Cruise West Lines have had conversations with Mr. Marconi and are interested in visiting. The American Canadian Caribbean Line is planning to stop in Portsmouth from July 9-10 and August 15-16, 2008. He informed the City Council that the Committee identified the following six sties as potential docking areas for the class of small cruise ships identified:

*The Port of New Hampshire main pier
The Port of New Hampshire barge pier
Harbor Place
Wentworth by the Sea Marina
Granite State Minerals Pier
The UNH pier in New Castle (the former US Coast Guard Pier)*

Based on the information provided, the Mayor's Blue Ribbon Committee on Cruise Ships submits the following conclusions and recommendations:

1. It is feasible for a class of small cruise ships currently trading in the New England market to enter and stopover in Portsmouth Harbor.
2. Of the available dock facilities in Portsmouth Harbor, the most appropriate sites are at the NH State Port piers on Market Street or at Harbor Place on Daniel Street.
3. With regard to who should be responsible for recruiting and marketing the city to cruise lines, the Committee recommends a public/private partnership approach involving the NH State Division of Ports and Harbors, the City's Economic Development Department, the Chamber of Commerce and members of the Downtown Business Associations with the Port and city taking the lead.
4. Given the relatively small number of vessels that could logistically and legally call on Portsmouth, the first line of communication with the cruise companies will be with the Director of the Division of Ports and Harbors to determine if the vessel can meet the physical, logistical, operational requirements of the river and port. If the vessel passes this requirement, the Director passes the information on to the City's Economic Development Program Manager for coordination with the cruise company and the Chamber's Tourism Manager and Downtown Business Associations' representatives. These organizations would then arrange for welcome events and passenger activities.
5. This process would require minimal modifications to the existing tourism promotional materials from the city and state, as well as the current outreach to cruise ships which is being done primarily by the Port Director.
6. Should the number of small cruise ships calling on Portsmouth increase significantly; the recommended process should be revisited.
7. The State Division of Ports and Harbors should continue its conceptual planning efforts for development of a docking facility in the south cove area of the port facility for small cruise ships and tall ships and for public access to a river and port overlook for education and interpretive purposes. The City Council should follow the progress and encourage the Pease Development Authority in the development of this concept.

Councilor Whitehouse complimented Councilor Smith on his work with the Committee and this thorough report. He suggested that this Committee be continued as a subcommittee of the Economic Development Commission. Councilor Dwyer also spoke to the great deal of work by Councilor Smith and the Committee.

Councilor Pantelakos moved to accept the report as presented. Seconded by Assistant Mayor Ferrini and voted.

2. Traffic & Safety Committee Action Sheet and Minutes of the October 11, 2007 meeting

Councilor Hynes moved to approve and accept the action sheet and minutes of the October 11, 2007 Traffic & Safety Committee meeting. Seconded by Councilor Pantelakos and voted.

3. Parking Committee Action Sheet and Minutes of the October 11, 2007 meeting

Councilor Hynes moved to approve and accept the action sheet and minutes of the October 11, 2007 Parking Committee meeting. Seconded by Assistant Mayor Ferrini.

Councilor Smith announced that the City will be foregoing meter enforcement in the downtown area from Monday, December 10, 2007 – Wednesday, December 26, 2007, with the stipulation that the 15-minute, two-hour, and four-hour limits will be enforced.

Motion passed.

XIII. MISCELLANEOUS/UNFINISHED BUSINESS

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

At 9:05 p.m., Councilor Pantelakos moved to adjourn. Seconded by Councilor Whitehouse 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
City Clerk