

CITY COUNCIL MEETING

MUNICIPAL COMPLEX, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, PORTSMOUTH, NH
DATE: TUESDAY, NOVEMBER 13, 2012 TIME: 6:15PM

AGENDA

• 6:15PM – WORK SESSION – FY14 BUDGET

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

PROCLAMATIONS

1. Portsmouth Music and Arts Center
2. Small Business Saturday in Portsmouth

PRESENTATION

1. Memorial Bridge Illumination Committee

V. ACCEPTANCE OF MINUTES *(There will be no minutes on for acceptance)*

VI. PUBLIC COMMENT SESSION

VII. PUBLIC HEARING

- A. PROPOSED ORDINANCE AMENDING CHAPTER 7, ARTICLE IX, SECTION 7.901 (E) – PENALTIES OF THE CITY ORDINANCES TO AMEND SECTION 7.105 (A) PARKING VIOLATION – EXPIRED METER FINE AMOUNT FROM \$10.00 TO \$15.00

VIII. APPROVAL OF GRANTS/DONATIONS

- A. Acceptance of Police Department Grants/Donations:
 - NH Department of Highway Safety Grant for “Operation Safe Commute” patrols - \$4,950.00
 - US Department of Justice Grant for the FY12 Internet Crimes Against Children Task Force continuation - \$237,531.00
 - Scholarship Grant to Emergency Communications Manager Gil Emery from APCO International for digital training - \$500.00
 - Donation from The Friends of the South End Neighborhood Association in support of the Police Explorer Cadets - \$400.00

(Sample motion – move to approve and accept the grants and donation to the Portsmouth Police Department, as listed)

- B. *Acceptance of Donation Re: Bench (***Sample motion – move to approve and accept the donation for a bench, as presented***)
- C. *Acceptance of Donation from Liberty Mutual Insurance (***Sample motion – move to authorize the City Manager to accept and expend a donation from Liberty Mutual Insurance for improvements to Peirce Island***)

IX. CONSIDERATION OF RESOLUTIONS AND ORDINANCES

- A. Second Reading of Proposed Ordinance amending Chapter 7, Article IX, Section 7.901 (E) – Penalties of the City Ordinances to amend Section 7.105 (A) Parking Violation – Expired Meter Fine Amount from \$10.00 to \$15.00 (***Sample motion – move to pass second reading and schedule a third and final reading of the proposed Ordinance, as presented, at the December 3, 2012 City Council meeting***)
- B. Third and Final Reading of Proposed Ordinance which would amend the Zoning Ordinance, Chapter 10, to Rezone 143 Daniel Street (former Connie Bean Property) from Municipal to Central Business B (CBB) and also, to place that property in the Downtown Overlay District (DOD) (***Sample motion – move to pass third and final reading of the proposed Ordinance Amendments, as presented***)

X. CONSENT AGENDA

A MOTION WOULD BE IN ORDER TO ADOPT THE CONSENT AGENDA

- A. Request for Approval of Pole License to install 2 poles located on Maplewood and Woodbury Avenues (***Anticipated action – move to approve the aforementioned Pole License Agreement as recommended by the Public Works Department with the approval conditioned upon amendment of the license to allow for the collection of any lawfully assessed real estate taxes***)
- B. Request for Approval of Pole License to install 5 poles, 4 located on Woodbury Avenue and 1 located on Maplewood Avenue (***Anticipated action – move to approve the aforementioned Pole License Agreement as recommended by the Public Works Department with the approval conditioned upon amendment of the license to allow for the collection of any lawfully assessed real estate taxes***)

- C. Request for License from Robin Brownson owner of Orange Leaf Frozen Yogurt, for property located at 218 State Street for a projecting sign on a new bracket (***Anticipated action – move to accept the recommendation of the Planning Director with the aforementioned stipulations and approve the request of Robin Brownson owner of Orange Leaf Frozen Yogurt, for a projecting sign at property located at 218 State Street on a new bracket and, further, authorize the City Manager to execute License Agreements for this request***)

Planning Director’s Stipulations:

- ***The licenses shall be approved by the Legal Department as to content and form;***
- ***Any removal or relocation of the projecting signs, for any reason, will be done at no cost to the City; and***
- ***Any disturbance of a sidewalk, street or other public infrastructure resulting from the installation, relocation or removal of the projecting signs, for any reason, shall be restored at no cost to the City and shall be subject to review and acceptance by the Department of Public Works***

- D. Request for License from Dana Deniro owner of Lunachics, for property located at 65 Bow 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 Dana Deniro, owner of Lunachics, for a projecting sign at property located at 65 Bow Street on an existing bracket 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***

XI. PRESENTATION & CONSIDERATION OF WRITTEN COMMUNICATIONS & PETITIONS

- A. Letter from Zachary Taylor and Alex Marshall, Santa Ski New England 2012, requesting permission to hold a fundraising event on Saturday, December 1, 2012 at the Isles of Shoals Steam Ship Company located at 315 Market Street to raise food and money donations for three local food pantries; Footprints, Table of Plenty, and Operation Blessing

XII. REPORTS AND COMMUNICATIONS FROM CITY OFFICIALS

A. CITY MANAGER

Items Which Require Action Under Other Sections of the Agenda

- 1. Public Hearing/Second Reading of Proposed Resolution and Ordinance Amendments:
 - 1.1 Public Hearing/Second Reading of Proposed Ordinance amending Chapter 7, Article IX, Section 7.901 (E) – Penalties of the City Ordinances to amend Section 7.105 (A) Parking Violation – Expired Meter Fine Amount from \$10.00 to \$15.00 **(Action on this item should take place under Section IX of the Agenda)**
- 2. Third and Final Reading of Proposed Resolution and Ordinance Amendments:
 - 2.1 Third and Final Reading of Proposed Ordinance which would amend the Zoning Ordinance, Chapter 10, to Rezone 143 Daniel Street (former Connie Bean Property) from Municipal to Central Business B (CBB) and also, to place that property in the Downtown Overlay District (DOD) **(Action on this item should take place under Section IX of the Agenda)**

City Manager's Items Which Require Action

- 1. Prescott Park Docks
- 2. New Castle Avenue Dock Revocable License Agreement for Priscilla Semprini
- 3. Report Back Re: Proposed Amendments to Zoning Ordinance Relative to Exemptions from Certificate of Approval in the Historic District
- 4. Proposed Zoning Ordinance Amendment – Building Height
- 5. Acceptance of Easements and Quitclaim of Abandoned Lines

Informational Items

1. Events Listing
2. Informational Meeting Re: Scrap Pile
3. Sale of Connie Bean
4. Update on Wayfinding Project

B. MAYOR SPEAR

1. Appointment to be Considered:
 - Marc Stettner to the Peirce Island Committee
 - John Bosen to the Economic Development Commission
 - Ernestine Greenslade to the Library Board of Trustees
2. Appointments to be Voted:
 - Karina Quintans to the Planning Board (alternate)
 - Robert Marchewka reappointment to the Economic Development Commission
 - Jeffrey Mountjoy reappointment to the Housing Endowment Fund
3. Resignations:
 - Tim Allison from the Economic Development Commission
 - Lisa DeStefano from the Economic Development Commission
 - Brian Groth as an Alternate to the Planning Board

C. ASSISTANT MAYOR LISTER & COUNCILOR SMITH

1. Resolution Supporting USS Thresher Memorial and Request to Donate \$1,000.00 for the USS Thresher Memorial Project from the Contingency Fund (***Sample motion – move to adopt the Resolution in Support of the USS Thresher Memorial and further, donate \$1,000.00 for the Thresher Memorial Project from the Contingency Fund***)

D. COUNCILOR DWYER

1. *Middle School Update

E. COUNCILOR SMITH

1. Parking Traffic and Safety Committee Action Sheet and Minutes of the October 11, 2012 meeting (Also attached - Downtown Speed Study)

XIII. MISCELLANEOUS/UNFINISHED BUSINESS

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

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

**Indicates Verbal Report*

INFORMATIONAL ITEMS

1. Notification that the Planning Board Minutes of June 21, 2012 meeting is 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.

The Council Chambers
City Hall
Portsmouth, New Hampshire

A Proclamation

- Whereas:** The Portsmouth Arts and Music Center is a community music and visual arts school serving people of all ages; and
- Whereas:** PMAC was founded on November 15, 2002, by Russ Grazier Jr., Katie Grazier and Wendell Purrington in response to a call to action in the City of Portsmouth's 2002 Cultural Plan; and
- Whereas:** PMAC has expanded from seeing 12 students in 2002 to over 400 per week in 2012; and
- Whereas:** PMAC provides individual music and visual arts instruction, group instruction, and music ensembles; and
- Whereas:** The Portsmouth Music and Arts Center also provides financial assistance to ensure accessibility for all; and
- Whereas:** The PMAC birthday celebration includes a concert and also a party at the Center; and

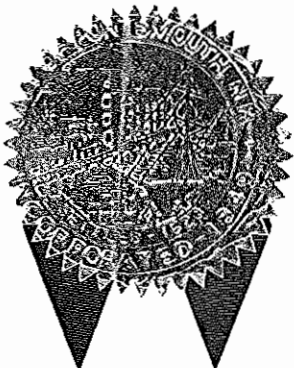
Now, therefore, I, Eric Spear, Mayor of the City of Portsmouth, on behalf of the members of the City Council and the citizens of Portsmouth, do hereby join in congratulating the

Portsmouth Music and Arts Center

on its 10th anniversary of providing music and visual arts instruction in our city and wish PMAC many more years of success.

Given with my hand and the
Seal of the City of Portsmouth,
on this 3rd day of November, 2012.

Eric Spear, Mayor of Portsmouth



The Council Chambers
City Hall
Portsmouth, New Hampshire

A Proclamation

Whereas:

The City of Portsmouth believes that small businesses are the backbone of our economy and the glue that holds communities together; and

Whereas:

According to the U.S. Small Business Administration, there are 28 million small businesses in the United States and they represent over 99 percent of American companies, create two-thirds of the net new jobs and generate half of the private gross domestic product; and

Whereas:

Small businesses employ half of the employees in the private sector in the United States; and

Whereas:

An estimated 93 percent of U.S. consumers agree it is important to support small businesses in their community and 89 percent agree that locally owned, independent businesses contribute positively through taxes and jobs; and

Whereas:

Portsmouth supports our local businesses that create jobs, boost our local economy and preserve our neighborhoods; and

Whereas:

Advocacy groups and public and private organizations across the country have endorsed the Saturday after Thanksgiving as *Small Business Saturday*; and

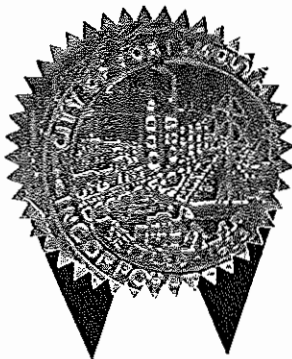
Whereas:

The residents of Portsmouth, and communities nationwide, are being asked to observe *Small Business Saturday* by shopping at independently owned businesses during the heaviest shopping weekend of the year.

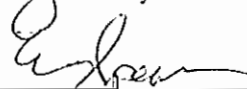
Now, therefore, I, Eric Spear, Mayor of the City of Portsmouth, on behalf of the City Council and the residents of Portsmouth, do hereby proclaim November 24th, 2012, as

Small Business Saturday in Portsmouth

and call upon our citizens to support small businesses and merchants on the Saturday after Thanksgiving and throughout the entire year.



Given with my hand and the
Seal of the City of Portsmouth,
on this 13th day of November, 2012.


Eric Spear, Mayor of Portsmouth

Portsmouth City Councilors
c/o John Bohenko, City Manager
City of Portsmouth
Junkins Ave.
Portsmouth, NH 03801

Nov.7, 2012

Dear City Councilors,

I am writing to you on behalf of the Illumination Sub-Committee which is part of the official NH DOT Public Outreach Advisory Committee associated with the Memorial Bridge Project. On behalf of this sub-committee I would like to request an opportunity at your Nov.13, City Council meeting for our group to give you a brief presentation of the progress we have made to illuminate the New Memorial Bridge.

Over the course of the last 6 months the members of our sub-committee (many of whom had previously served on the Maine/New Hampshire Connector Study) have been working with a lighting designer (at our own personal expense), the NHDOT and the bridge project managers to come up with a workable way to provide illumination for the new bridge. Our plans include raising approx. \$80,000 through a fund-raising effort in our communities, which would pay for the installation of the illumination and also include a operations fund to pay for both utility and maintenance costs for the next 5 years. The first step in this process is for our group to kick-off a Pledge-Raising effort to demonstrate the strength of support for this community effort. Only after our group has achieved a pledge level of at least \$60,000 do we plan to start collecting the final tax-deductible donations. Since time is running short (the bridge is scheduled to be open in July of 2013), our group plans to kick-off this Pledge-Raising effort in Nov.

Currently the NHDOT is in discussions with the City of Portsmouth and the Town of Kittery regarding the involvement of these entities with this project. That is why we would like to use the Nov.13 opportunity to highlight the illumination ideas and our progress to date, and to begin building support for this exciting project community project. I have provided City Manager, John Bohenko, with copies of our flyer which highlights the details of our project which we asked him to share with you.

We look forward to your input, and your support.

Best Regards,

Peter Somssich
Chairman Illumination Sub-Committee, Memorial Bridge Public Outreach Committee
34 Swett Ave. Portsmouth , NH 03801
tel. 978-750-1633 (work), 603-436-5221 (home)

ILLUMINATE THE MEMORIAL BRIDGE



Community Pride - Community Effort To Create a Seacoast Icon - Day and Night

Illuminating the Memorial Bridge will highlight the connection of our communities and feature the beauty of the new bridge. The original bridge specs and budget only included traditional street lighting. However, as the result of our public input NHDOT is embracing LED street lighting resulting in lower costs for operation and lower light pollution in line with Dark Sky efforts.

The Illumination of the bridge must be funded by community contributions, but the street lighting is the responsibility of NHDOT.

The Memorial Bridge Illumination is designed by John Powell, designer of the Charles River Illumination in Boston.

We will illuminate the Memorial Plaque for the first time, honoring our veterans day and night.

We will illuminate the towers with LEDs using white and have the ability to illuminate with colors.

We are ready to "kick start" the process by raising the funding to illuminate the bridge.

Our Old Memorial Bridge:

- Built in 1922 with cutting edge 20th century technology
- Prominent, beloved landmark

Our New Memorial Bridge:

- Designed with cutting edge 21st century technology
- Honors the restored memorial plaque with night time illumination
- Enables energy efficient, dark sky LED street and accent lighting
- Reduced maintenance and lighting costs
- Allows full LED lighting capabilities including changing color
- Features the bridge's beauty and prominence

While not originally part of the project budget this community effort honors the bridge and all it represents.

ILLUMINATE THE MEMORIAL BRIDGE



Who we are

The Illumination Committee

We are a sub-committee of the NH DOT Public Outreach process. We are members of the communities on both sides of the river who want the Memorial Bridge to be more than just transportation. We are working with NHDOT Community Outreach. Our contact information is below:

What are our Options?

Option 1 - Illuminate the Plaque and the Towers in White - If we raise \$ 60,000-

- Illuminate the veteran's plaque on the Memorial Bridge
- Provide attractive and energy efficient illumination of both bridge towers and piers with white, dimmable LED light
- Provide five years of operations funding for illumination

Option 2 - Option 1 plus Color - If we raise \$80,000 -

- Color capability - Lighting of the towers can be changed as appropriate for various seasons or events.
- Additional energy savings

Contact Information:

Peter Somssich, Chairman	(603) 436-5221
Gail Drobynyk	(207) 439-0078
Rose Eppard	(603) 430-0385
Bruce Morris, Lighting Designer	(207) 438-9484
Jon Digesu, Lighting Consultant	(603) 770-5731
Ben Porter	(207) 451-6090

somssich@myfairpoint.net
gdrobynyk@usa.net
eppard@usa.net
bkmorris@comcast.net
jondigesu@comcast.net
portsmouth.bridges@gmail.com

I Want to Illuminate the Memorial Bridge!

Here is my tax deductible Pledge to make this happen:

Send your pledge (No Money Yet) to:

Rose Eppard, eppard@usa.net

129 Daniel Street

Portsmouth, NH 03801

Bright \$100 Brilliant \$500 Illuminated \$1,000 Star \$5,000 Other \$ _____

All donations of \$1,000 or more will receive special recognition.

Name/Company

Address

City, State, Zip

email/telephone

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Portsmouth City Council on Tuesday, November 13, 2012 at 7:00 p.m., Eileen Dondero Foley Council Chambers, Municipal Complex, 1 Junkins Avenue, Portsmouth, NH, on a Proposed Ordinance amending Chapter 7, Article IX, Section 7.901 (E) – Penalties of the City Ordinances to amend Section 7.105 (A) Parking Violation – Expired Meter Fine Amount from \$10.00 to \$15.00. The complete Ordinance is available for review in the Office of the City Clerk and Portsmouth Public Library, during regular business hours.

KELLI L. BARNABY, CMC/CNHMC
CITY CLERK

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Portsmouth City Council on Tuesday, November 13, 2012 at 7:00 p.m., Eileen Dondero Foley Council Chambers, Municipal Complex, 1 Junkins Avenue, Portsmouth, NH, on a Proposed Ordinance amending Chapter 7, Article IX, Section 7.901 (E) – Penalties of the City Ordinances to amend Section 7.105 (A) Parking Violation – Expired Meter Fine Amount from \$10.00 to \$15.00. The complete Ordinance is available for review in the Office of the City Clerk and Portsmouth Public Library, during regular business hours.

KELLI L. BARNABY, CMC/CNHMC
CITY CLERK

#12517

11P 10/26

ORDINANCE #

THE CITY OF PORTSMOUTH ORDAINS

That Chapter 7, Article IX, Section 7.901 – PENALTIES 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 7.901 PENALTIES

- E. Notwithstanding any other provisions of this Ordinance, any person violating the following sections of this Chapter or any rule made by the Chief of Police pursuant thereto, shall forfeit to the City of Portsmouth within forty-eight (48) hours of such violation the amount designated below. In the event that the forfeiture amounts not made within thirty (30) calendar days of the violation, then the forfeiture shall be twice the sum listed below. In the event of failure to make such forfeiture, said person shall be subject to a fine of not more than \$100.00 upon conviction therefore in the Portsmouth District Court. (Amended 9/6/94)

<u>Section</u>	<u>Parking Violation</u>	<u>Fine Amount</u>
7.105 (A)	Expired Meter (Adopted 6/28/04)	\$10.00 \$15.00
7.315 (A)	Parking Within an Intersection	\$25.00
7.315 (B)	Parked in Crosswalk	25.00
7.315 (C)	Blocking Fire Hydrant	25.00
7.315 (D)	Parked Within 15 Feet of Fire Station Driveway (Amended 6/28/04)	15.00
7.315 (E)	Parked Blocking Driveway	25.00
7.315 (F)	Parked on Sidewalk (Amended 11/18/2002)	25.00
7.315 (G)	Obstructing Traffic During Construction Activity (Amended 6/28/04)	15.00
7.315 (H)	Double Parking (Amended 6/28/04)	15.00
7.315 (I)	Violating Traffic Signs Prohibiting Parking	25.00
7.315 (J)	Parked, Wrong Direction (Amended 6/28/04)	15.00
7.316	Back to Curb (Amended 6/28/04)	15.00
7.319	Distance from Curb (Amended 6/28/04)	15.00
7.320	Obstructing Street	25.00
7.324	One Hour Parking (Amended 6/28/04)	15.00
7.325	30 Minute Parking (Amended 6/28/04)	15.00
7.326	15 Minute Parking (Amended 6/28/04)	15.00
7.327	Limited Parking - Two Hours (Amended 6/28/04)	15.00
7.330	Parked in No Parking Area	20.00
7.331	Parking Too Close to Intersection	20.00
7.601	Trucks, Vans & Other Commercial Delivery Vehicles on Certain Streets During Certain Hours	25.00
7.602	Truck Loading/Unloading Zones Established (10/20/2003)	25.00

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

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

This ordinance shall take effect upon passage.

APPROVED:

Eric Spear, Mayor

ADOPTED BY COUNCIL:

Kelli L. Barnaby, City Clerk

**CITY OF PORTSMOUTH
LEGAL DEPARTMENT
MEMORANDUM**

DATE: October 4, 2012
TO: JOHN P. BOHENKO, CITY MANAGER
FROM: ROBERT P. SULLIVAN, CITY ATTORNEY
RE: CHAPTER 7 ORDINANCE



During the City Council meeting of October 1, 2012, the Council requested an ordinance change with respect to the fine charged for Expired Meter Violation from \$10 to \$15. Attached is the requested ordinance.

attachment

Parking Omnibus:

	All Meters @ \$1.50	Just High Occupancy @ \$1.50	Difference
Parking Meters (change to \$1.50 per hr)	458,950	191,800	(267,150)
Increase Parking Limit from 2Hr to 3 Hrs	(61,000)	(61,000)	-
First hour Free in Garage	(343,750)	(343,750)	-
Residence Free on Sunday (use 20% resident usage)	(30,000)	(30,000)	-
Total Change Without Expired Meter Violation Fee Increase	24,200	(242,950)	(267,150)
Increase Expired Meter fine from \$10 to \$15 (and late fine from \$25 to \$30)	253,125	253,125	-
Total Change With Expired Meter Violation Fee Increase	277,325	10,175	(267,150)

PORTSMOUTH POLICE DEPARTMENT

MEMORANDUM

RECEIVED

OCT 30 2012

CITY MANAGER
PORTSMOUTH, NH

DATE: 24 OCTOBER, 2012
TO: JOHN P. BOHENKO, CITY MANAGER
FROM: JOHN F. GOLUMB, CHAIRMAN, PORTSMOUTH POLICE COMMISSION
STEPHEN J. DUBOIS, CHIEF OF POLICE
RE: GRANTS & DONATIONS

At the October 24th, monthly Police Commission meeting, the Board of Police Commissioners approved and accepted the following grant and donations:

1. A grant in the amount of \$4,950 from the NH Department of Highway Safety for "Operation Safe Commute" patrols.
2. A grant in the amount of \$237,531 from the US Department of Justice for the FY 12 Internet Crimes Against Children Task Force continuation.
3. A scholarship grant in the amount of \$500 to Emergency Communications Manager Gil Emery from APCO International for digital training.
4. A donation in the amount of \$400 from The Friends of the South End neighborhood association in support of the Police Explorer Cadets.

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

Respectfully submitted,



John F. Golumb, Chairman
Board of Police Commissioners



Stephen J. DuBois, Chief of Police

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



Department of Justice

Office of Justice Programs

Office of Communications

Washington, D.C. 20531

GRANT NOTIFICATION

Grant Number: 2012-MC-FX-K034

Name & Address of Recipient: City Of Portsmouth
1 Junkins Ave
City, State & ZIP: Portsmouth, New Hampshire 03801-4554

Recipient Project Director/Contact:

Stephen Dubois
Deputy Chief Of Police

Phone: (603) 610 7548

Title of Program: FY 12 Internet Crimes Against Children Task Force Continuations

Title of Project: FY 12 Internet Crimes Against Children Task Force Continuations

Amount of Award: \$ 237,531 Date of Award: 09/28/2012

Awarding Agency: Office of Juvenile Justice and Delinquency Prevention
Jeffrey Gersh

Supplement: No

Statutory Authority for Program:

FY12 (OJJDP ICAC) 42 USC 17611-17617

Impact/Focus: State CFDA Number: 16.543

Project Description:

Using OJJDP funds, the Portsmouth Police Department will continue its efforts to provide an effective statewide response to technology facilitated exploitation of children in the State of New Hampshire. This funding will be used to provide portions of the salary and benefits of Portsmouth Police Department employees tasked with duties related to the administration and implementation of the Internet Crimes Against Children (ICAC) Task Force program within the State of New Hampshire. These employees act as criminal investigators, as well as forensic examiners for ICAC related investigations. In addition, this award will be used to provide specialized equipment, training and supplies to forensic examiners, law enforcement investigators and prosecutors assigned to New Hampshire ICAC investigations or prosecutions. Finally, the funding will be utilized to provide overtime reimbursement for costs incurred by the Portsmouth Police Department and seven (7) affiliate agencies to conduct ICAC operations, investigations, prosecutions and provide for increased educational/public internet safety presentations.

Pursuant to Section 104 of the PROTECT Act, the ICAC Task Force shall 1) consist of State and local investigators, prosecutors, forensic specialists, and education specialists who are dedicated to addressing the goals of the task force; 2) engage in proactive investigations, forensic examinations, and effective prosecutions of Internet crimes against children; 3) provide forensic, preventive, and investigative assistance to parents, educator, prosecutors, law enforcement, and other concerned with Internet crimes against children; 4) develop multi-jurisdictional, multiagency responses and partnerships to Internet crimes against children offenses through ongoing informational, administrative, and technological support to other State and local law enforcement agencies, as a means for such agencies to acquire the necessary knowledge, personnel, and specialized equipment to investigate and prosecute such offenses; 5) participate in nationally coordinated investigations in any case in which the Attorney General determines such participation to be necessary, as permitted by the

ORDINANCE #

THE CITY OF PORTSMOUTH ORDAINS

That Chapter 10, Article 4 of the Ordinances of the City of Portsmouth is hereby amended to read as follows:

The lot designated as Assessors Map 105, Lot 19 (143 Daniel Street) be rezoned from Municipal (M) to Central Business B (CBB); that the Downtown Overlay District be extended across Daniel Street to include said lot; and that the Zoning Map referenced in Chapter 10, Article 4, Section 10.420 (District Location and Boundaries) of the Ordinances of the City of Portsmouth be amended, as shown on the attached exhibit titled "Connie Bean Center – Proposed Rezoning to Central Business B (CBB) and Downtown Overlay District (DOD)."

The City Clerk shall properly alphabetize and/or re-number the ordinances 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

MEMORANDUM

TO: John P. Bohenko, City Manager
FROM: Rick Taintor, Planning Director *RT*
DATE: September 26, 2012
RE: City Council Referral –
Rezoning of 143 Daniel Street from Municipal (M) to Central Business B (CBB) and Downtown Overlay District (DOD)

On August 6, 2012, the City Council voted to sell the property at 143 Daniel Street (the Connie Bean Center). As with all City-owned properties, this parcel is currently in the Municipal (M) zoning district. In order to make clear to potential purchasers what zoning regulations will apply, it is important to apply a new zoning designation to the parcel.

143 Daniel Street is bordered on three sides by the Central Business B (CBB) district, with the Central Business A (CBA) district on the fourth side. Rezoning the property to CBB will allow uses and apply dimensional and intensity standards that are consistent with those that apply to the adjoining properties.

The Downtown Overlay District (DOD) faces the parcel on the west side of Daniel Street. Extending the DOD to include 143 Daniel Street will ensure the continuity of ground-floor commercial uses and thereby support street-level vitality in this area of the downtown.

At its meeting on September 20, 2012, the Planning Board voted to recommend that the lot designated as Assessors Map 105, Lot 19 (143 Daniel Street) be rezoned from Municipal (M) to Central Business B (CBB); that the Downtown Overlay District (DOD) be extended across Daniel Street to include said lot; and that the Zoning Map be revised accordingly.

The proposed zoning changes are shown on the attached map.

InterOffice Memo

To: John P. Bohenko, City Manager
From: Tom Richter, Engineering Technician
Date: November 5, 2012
Subject: PSNH License Agreement 63-0544

I have reviewed the pole location information provided by PSNH for Petition and Pole License 63-0544.

This request is to license two poles located on Maplewood and Woodbury Avenue. Pole #177/46 located at the intersection of Woodbury Avenue and Maplewood Avenue has been moved more than 10' and must be re-licensed. Pole #177/55 is located next to the old pole but PSNH could not find existing license for this pole and a license is being requested at this time.

Replacements of these existing poles pose no impact to existing city infrastructure. The Public Works Department recommends approval of this license.

Attached are pictures of the poles. Please call with any questions you may have.

cc: Peter Rice, P.E. Deputy Director of Public Works
Kelli Barnaby, City Clerk



**Public Service
of New Hampshire**

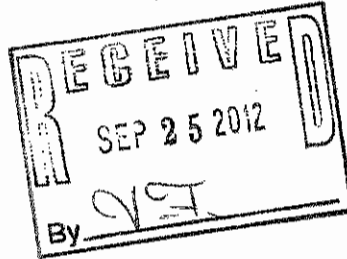
60 W. Pennacook Street, Manchester, NH 03101

Public Service Company of New Hampshire
P.O. Box 330
Manchester, NH 03105-0330
(603) 669-4000

The Northeast Utilities System

September 24, 2012

Office of the City Clerk
City of Portsmouth
One Junkins Avenue
Portsmouth, NH 03801



Dear City Clerk,

Public Service of New Hampshire is hereby requesting permission to install/replace poles located in the City of Portsmouth. Enclosed for your review is pole license petition 63-0544 for pole(s) located in the City of Portsmouth.

Upon approval, please have the license section signed by the proper authority. The copy labeled "**Portsmouth**" should be retained for your records.

Please return the remaining copies along with any invoices for payment to my attention at the address below.

If the petition is rejected, please return all copies of the license petitions with an explanation of rejection.

If you have any additional questions or require more information, please contact me at 603-634-2218.

Respectfully,

Lisa-Marie Pinkes

Lisa-Marie Pinkes
Representative-A Records
Public Service of New Hampshire
60 West Pennacook Street PO Box 330
Manchester, NH 03105-9989

Enclosure(s)

PETITION AND POLE LICENSE

PETITION

Manchester, New Hampshire

September 18, 2012

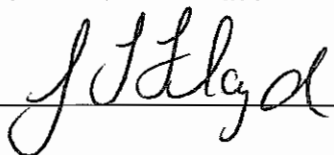
To the City Council of the City of Portsmouth New Hampshire.

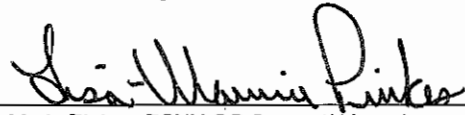
PUBLIC SERVICE OF NEW HAMPSHIRE and Northern New England Telephone Operations LLC d/b/a FairPoint Communications-NNE, request a license to install and maintain underground conduits, cable and wires, and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary along, and under the following public ways:

License two (2) pole(s), 177/55, 177/46 located on Maplewood Avenue in the City of Portsmouth.

Northern New England Telephone Operations LLC
d/b/a FairPoint Communications-NNE

PUBLIC SERVICE OF NEW HAMPSHIRE

BY: 

BY: 
Lisa-Marie Pinkes, PSNH CO Support/ Licensing

LICENSE

Upon the foregoing petition and it appearing that the public good so requires, it is hereby

ORDERED

This 18th day of September, 2012, that, PUBLIC SERVICE OF NEW HAMPSHIRE and Northern New England Telephone Operations LLC d/b/a FairPoint Communications-NNE be and hereby are granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Electrical Safety Code in effect at the time of petition and/or license is granted.

The approximate location of the poles and structures shall be shown on plan marked "PUBLIC SERVICE OF NEW HAMPSHIRE and Northern New England Telephone Operations LLC d/b/a FairPoint Communications-NNE No. 63-0544, dated 9/18/2012, attached hereto and made a part hereof.

City of Portsmouth, New Hampshire

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

Received and entered in the records of the City of Portsmouth, New Hampshire, Book _____, Page _____

Date: _____

ATTEST: _____

Town Clerk

POLE LOCATION PLAN

PUBLIC SERVICE OF NEW HAMPSHIRE and

Northern New England Telephone Operations LLC d/b/a FairPoint Communications-NNE

DATE 09/18/2012

LICENSE NO. 63-0544

MUNICIPALITY: Portsmouth

STATE HWY. DIV. NO. 6

STREET / ROAD: Maplewood Avenue

STATE LICENSE NO. _____

PSNH OFFICE: Portsmouth

WORK REQUEST# 1841348

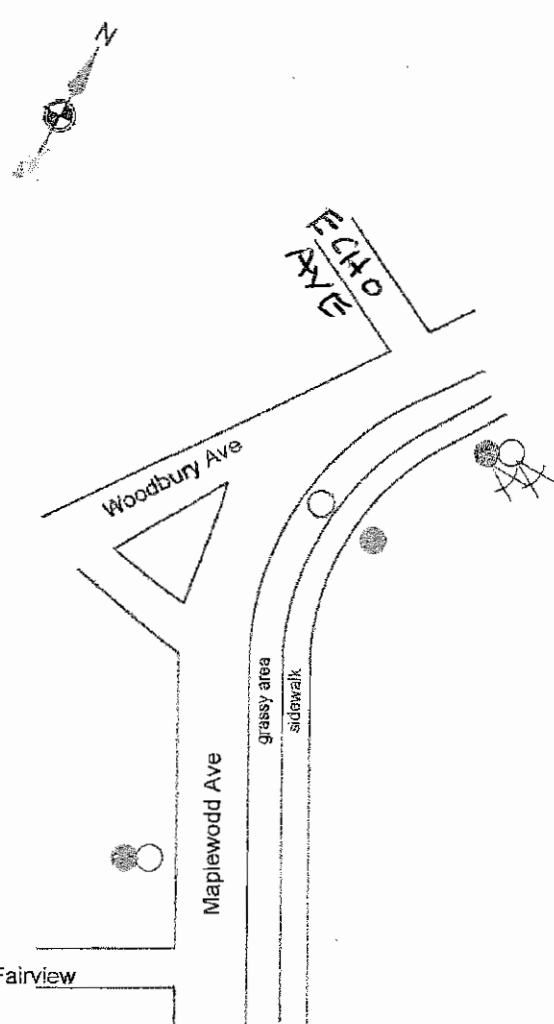
PSNH ENGINEER: Mark Collins

WORK FINANCIAL # 9P120668

TELCO ENGINEER: Bob Mahoney

TELCO PROJECT # _____

Pole Numbers		Pole Sz-CI	Eq BH	INSTALL POLE PB	REMOVE	REF	100% LTS	J/O	100% TEL	Span	Dist. from:	Remarks	DOC REQ
LTS	TEL												
177/55	103/43	50/2										inst/rmv JO pole anc	M
177/46	88/36	40/3										inst/rmv JO pole	M
32/28	103/19	40/3										inst/rmv JO pole lic# 1105	



ADDENDUM PER RSA 231:163

- 1) All licensee(s) and any other entity using and/or occupying property of the City pursuant to a license, lease or other agreement shall provide for the payment of properly assessed real and personal property taxes by the party using or occupying said property no later than the due date.
- 2) All licensee(s) and any other entity using and/or occupying property of the City shall provide for the payment of properly assessed real and personal property taxes on structures or improvements added by the licensee(s) or any other entity using or occupying property of the city; and
- 3) Failure of the licensee(s) and any other entity using and/or occupying property of the City to pay duly assessed personal and real taxes when due shall be cause to terminate said agreement by the lessor.

The changes to the licenses, leases and other agreements set forth in the preceding paragraphs shall remain in effect until changed in accordance with the requirements of RSA 231:163.

Approved by City Council:



**Public Service
of New Hampshire**

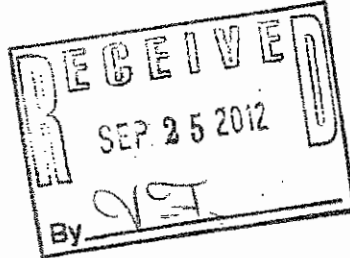
60 W. Pennacook Street, Manchester, NH 03101

Public Service Company of New Hampshire
P.O. Box 330
Manchester, NH 03105-0330
(603) 669-4000

The Northeast Utilities System

September 24, 2012

Office of the City Clerk
City of Portsmouth
One Junkins Avenue
Portsmouth, NH 03801



Dear City Clerk,

Public Service of New Hampshire is hereby requesting permission to install/replace poles located in the City of Portsmouth. Enclosed for your review is pole license petition 63-0544 for pole(s) located in the City of Portsmouth.

Upon approval, please have the license section signed by the proper authority. The copy labeled "**Portsmouth**" should be retained for your records.

Please return the remaining copies along with any invoices for payment to my attention at the address below.

If the petition is rejected, please return all copies of the license petitions with an explanation of rejection.

If you have any additional questions or require more information, please contact me at 603-634-2218.

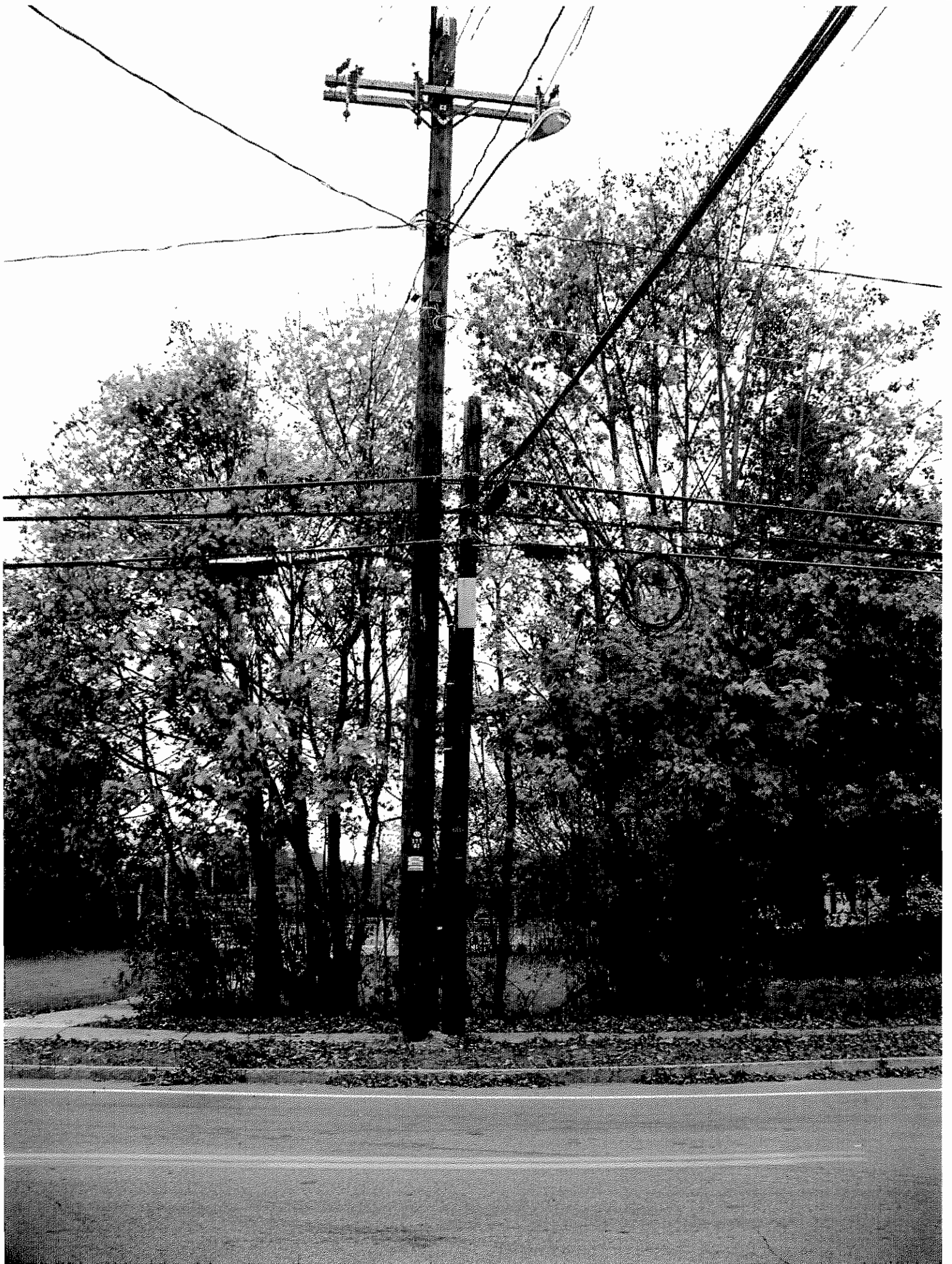
Respectfully,

Lisa-Marie Pinkes

Lisa-Marie Pinkes
Representative-A Records
Public Service of New Hampshire
60 West Pennacook Street PO Box 330
Manchester, NH 03105-9989

Enclosure(s)





InterOffice Memo

To: John P. Bohenko, City Manager
From: Tom Richter, Engineering Technician
Date: November 5, 2012
Subject: PSNH License Agreement 63-0545

I have reviewed the pole location information provided by PSNH for Petition and Pole License 63-0545.

This request is to license five poles, four located on Woodbury Avenue and one located on Maplewood Avenue that were in need of replacement. Even though the new poles are located next to the old ones PSNH could not find existing licenses for these poles and licenses are being requested at this time.

Replacements of these existing poles pose no impact to existing city infrastructure. The Public Works Department recommends approval of this license.

Attached are pictures of the poles. Please call with any questions you may have.

cc: Peter Rice, P.E. Deputy Director of Public Works
Kelli Barnaby, City Clerk



**Public Service
of New Hampshire**

60 W. Pennacook Street, Manchester, NH 03101

Public Service Company of New Hampshire
P.O. Box 330
Manchester, NH 03105-0330
(603) 669-4000

The Northeast Utilities System

September 24, 2012

Office of the City Clerk
City of Portsmouth
One Junkins Avenue
Portsmouth, NH 03801



Dear City Clerk,

Public Service of New Hampshire is hereby requesting permission to install/replace poles located in the City of Portsmouth. Enclosed for your review is pole license petition 63-0545 for pole(s) located in the City of Portsmouth.

Upon approval, please have the license section signed by the proper authority. The copy labeled "**Portsmouth**" should be retained for your records.

Please return the remaining copies along with any invoices for payment to my attention at the address below.

If the petition is rejected, please return all copies of the license petitions with an explanation of rejection.

If you have any additional questions or require more information, please contact me at 603-634-2218.

Respectfully,

Lisa-Marie Pinkes

Lisa-Marie Pinkes
Representative-A Records
Public Service of New Hampshire
60 West Pennacook Street PO Box 330
Manchester, NH 03105-9989

Enclosure(s)

PETITION AND POLE LICENSE

PETITION

Manchester, New Hampshire

September 18, 2012

To the City Council of the City of Portsmouth New Hampshire.

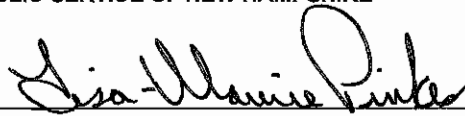
PUBLIC SERVICE OF NEW HAMPSHIRE and Northern New England Telephone Operations LLC d/b/a FairPoint Communications-NNE, request a license to install and maintain underground conduits, cable and wires, and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary along, and under the following public ways:

License five (5) pole(s), 177/66, 177/56, 177/53, 177/50, 32/25 located on Maplewood and Woodbury Avenue in the City of Portsmouth.

Northern New England Telephone Operations LLC
d/b/a FairPoint Communications-NNE

PUBLIC SERVICE OF NEW HAMPSHIRE

BY: 

BY: 
Lisa-Marie Pinkes, PSNH CO Support/ Licensing

LICENSE

Upon the foregoing petition and it appearing that the public good so requires, it is hereby

ORDERED

This 18th day of September, 2012, that, PUBLIC SERVICE OF NEW HAMPSHIRE and Northern New England Telephone Operations LLC d/b/a FairPoint Communications-NNE be and hereby are granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Electrical Safety Code in effect at the time of petition and/or license is granted.

The approximate location of the poles and structures shall be shown on plan marked "PUBLIC SERVICE OF NEW HAMPSHIRE and Northern New England Telephone Operations LLC d/b/a FairPoint Communications-NNE No. 63-0545, dated 9/18/2012, attached hereto and made a part hereof.

City of Portsmouth, New Hampshire

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

Received and entered in the records of the City of Portsmouth, New Hampshire, Book _____, Page _____

Date: _____

ATTEST: _____

Town Clerk

POLE LOCATION PLAN

PUBLIC SERVICE OF NEW HAMPSHIRE and

Northern New England Telephone Operations LLC d/b/a FairPoint Communications-NNE

DATE 09/18/2012

LICENSE NO. 63-0545

MUNICIPALITY: Portsmouth

STATE HWY. DIV. NO. 6

STREET / ROAD: Maplewood and Woodbury Avenue

STATE LICENSE NO. _____

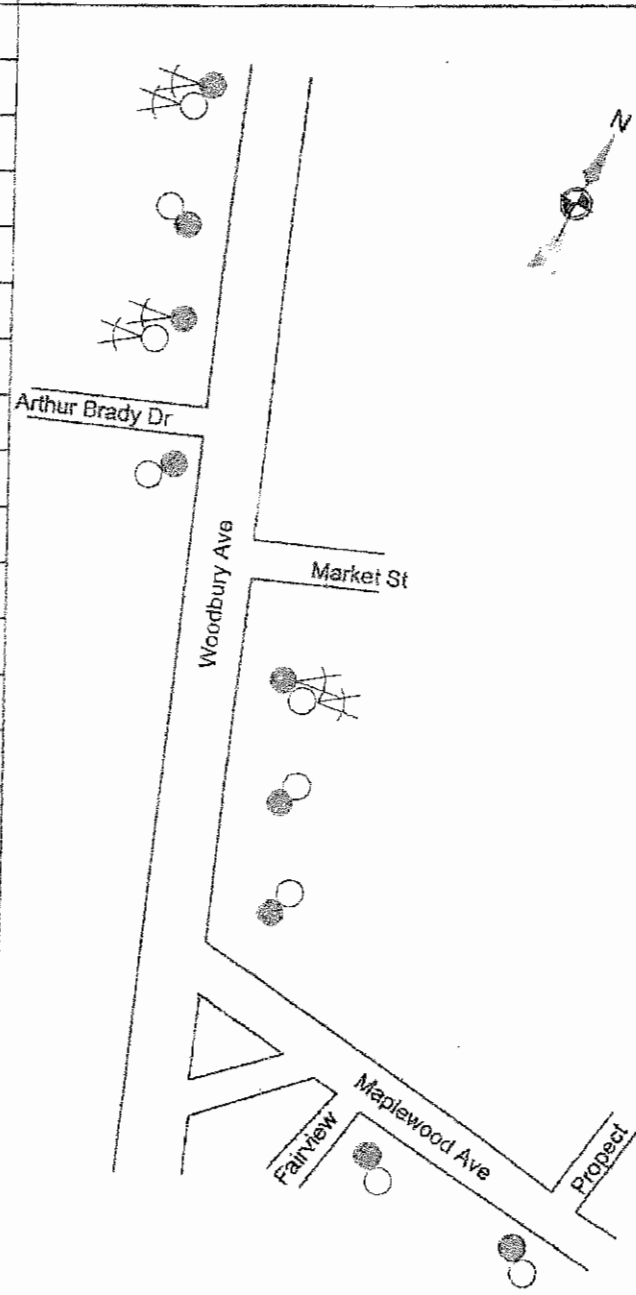
PSNH OFFICE: Portsmouth
PSNH ENGINEER: Mark Collins

WORK REQUEST# 1825946
WORK FINANCIAL # 9P120669

TELCO ENGINEER: Bob Mahoney

TELCO PROJECT # _____

Pole Numbers		Pole Sz-CI	Eq BH	INSTALL		REMOVE		REF		100% LTS	J/O	100% TEL	Span	Dist. from:	Remarks	DOC REQ
LTS	TEL			POLE	PB	⊗	⊗	⊗	⊗	∧	A	↓				
177/84	920/22	45/2													inst/rmv JO pole/anc lic. # 63-236	
177/80	920/19	50/2													inst/rmv JO pole lic. # 63-236	
177/69	920/10	45/2													inst/rmv JO pole/anc lic. # 63-236	
177/66	920/8	50/2													inst/rmv JO pole	M
177/56	103/44	50/2													inst/rmv JO pole/anc	M
177/53	103/42	45/2													inst/rmv JO pole	M
177/50	103/39	40/3													inst/rmv JO pole	M
32/25	103/16	45/2													inst/rmv JO pole	M
32/4	103/5	45/2													inst/rmv JO pole lic. # 589	



ADDENDUM PER RSA 231:163

- 1) All licensee(s) and any other entity using and/or occupying property of the City pursuant to a license, lease or other agreement shall provide for the payment of properly assessed real and personal property taxes by the party using or occupying said property no later than the due date.
- 2) All licensee(s) and any other entity using and/or occupying property of the City shall provide for the payment of properly assessed real and personal property taxes on structures or improvements added by the licensee(s) or any other entity using or occupying property of the city; and
- 3) Failure of the licensee(s) and any other entity using and/or occupying property of the City to pay duly assessed personal and real taxes when due shall be cause to terminate said agreement by the lessor.

The changes to the licenses, leases and other agreements set forth in the preceding paragraphs shall remain in effect until changed in accordance with the requirements of RSA 231:163.

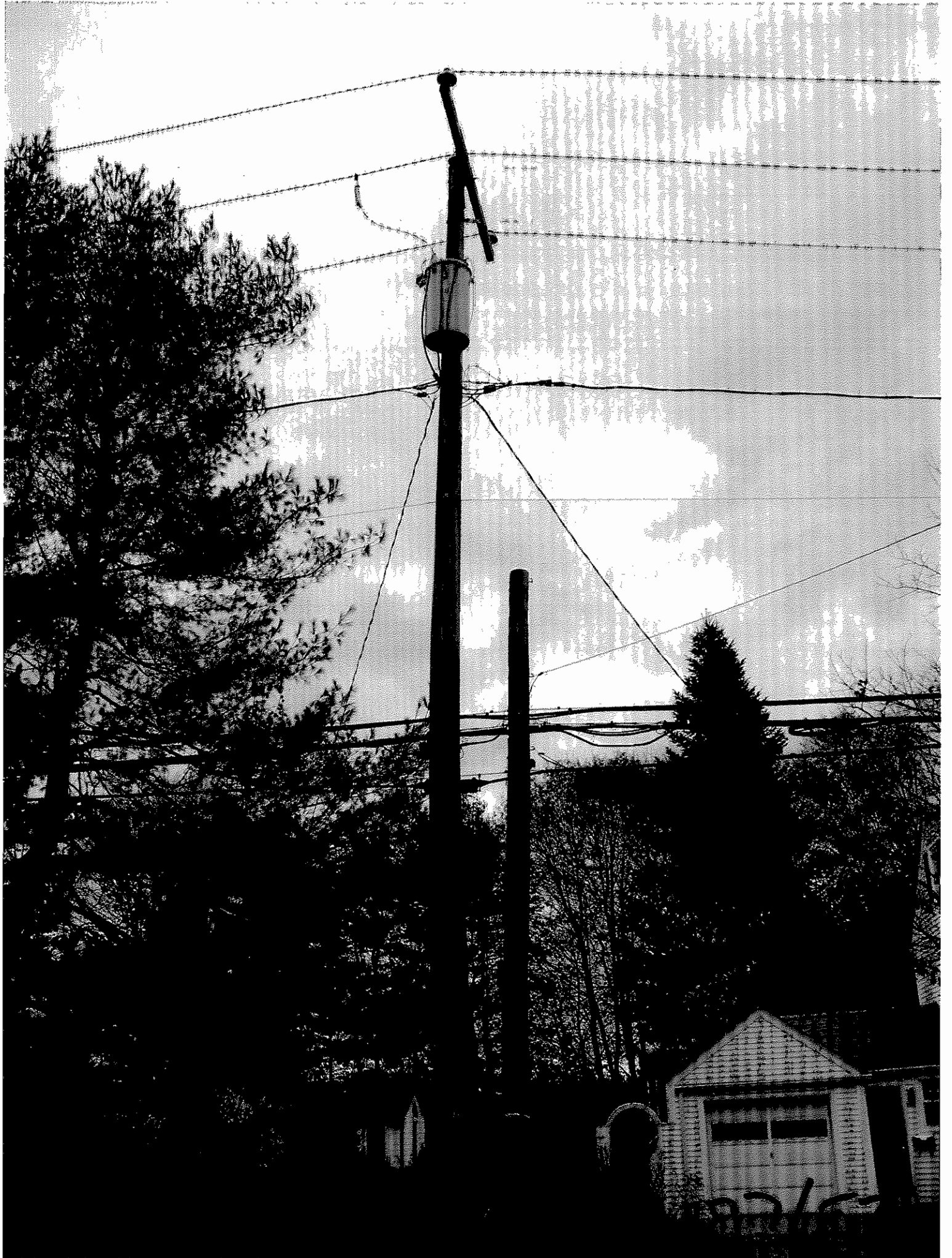
Approved by City Council:

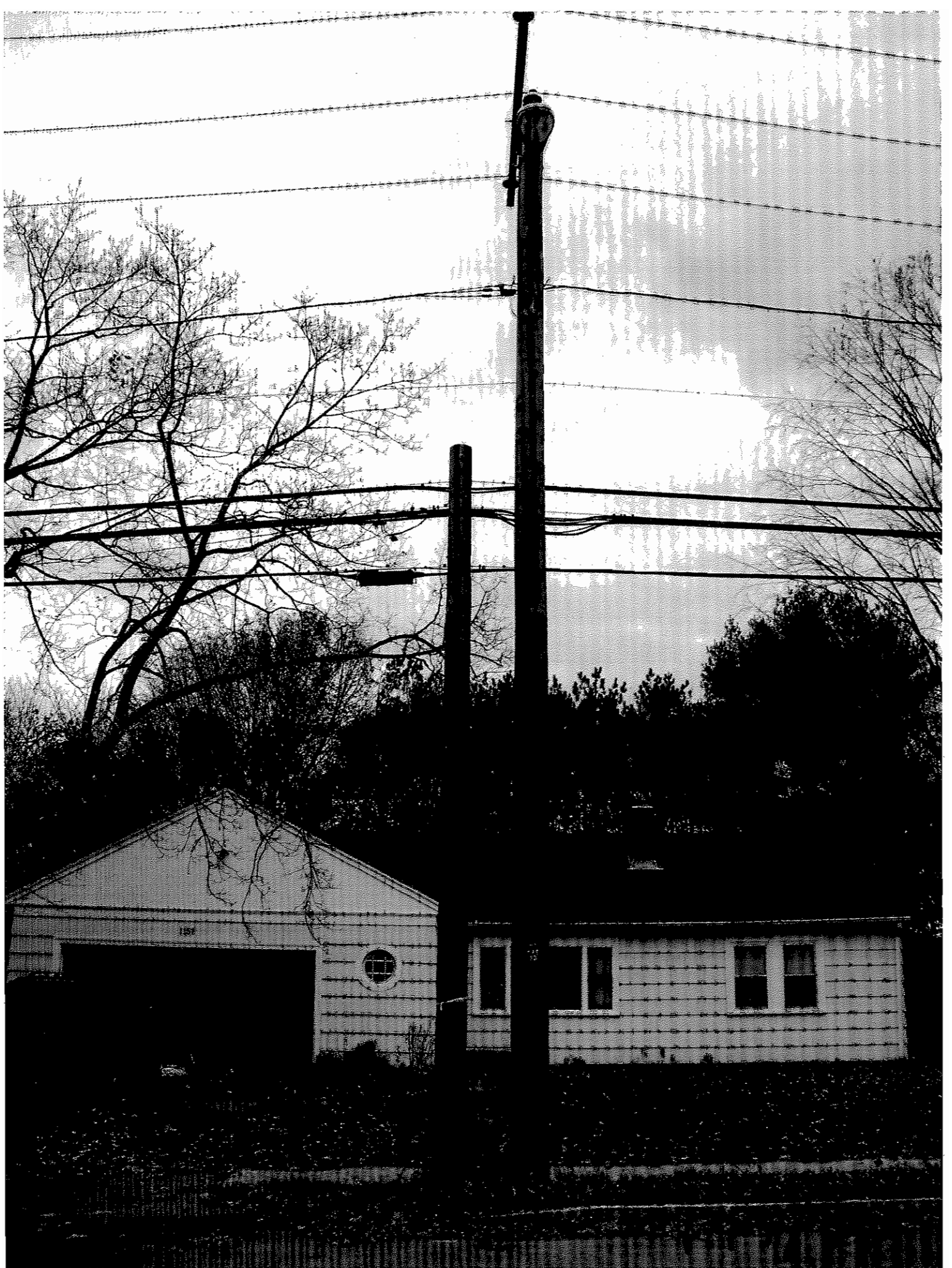


177/026

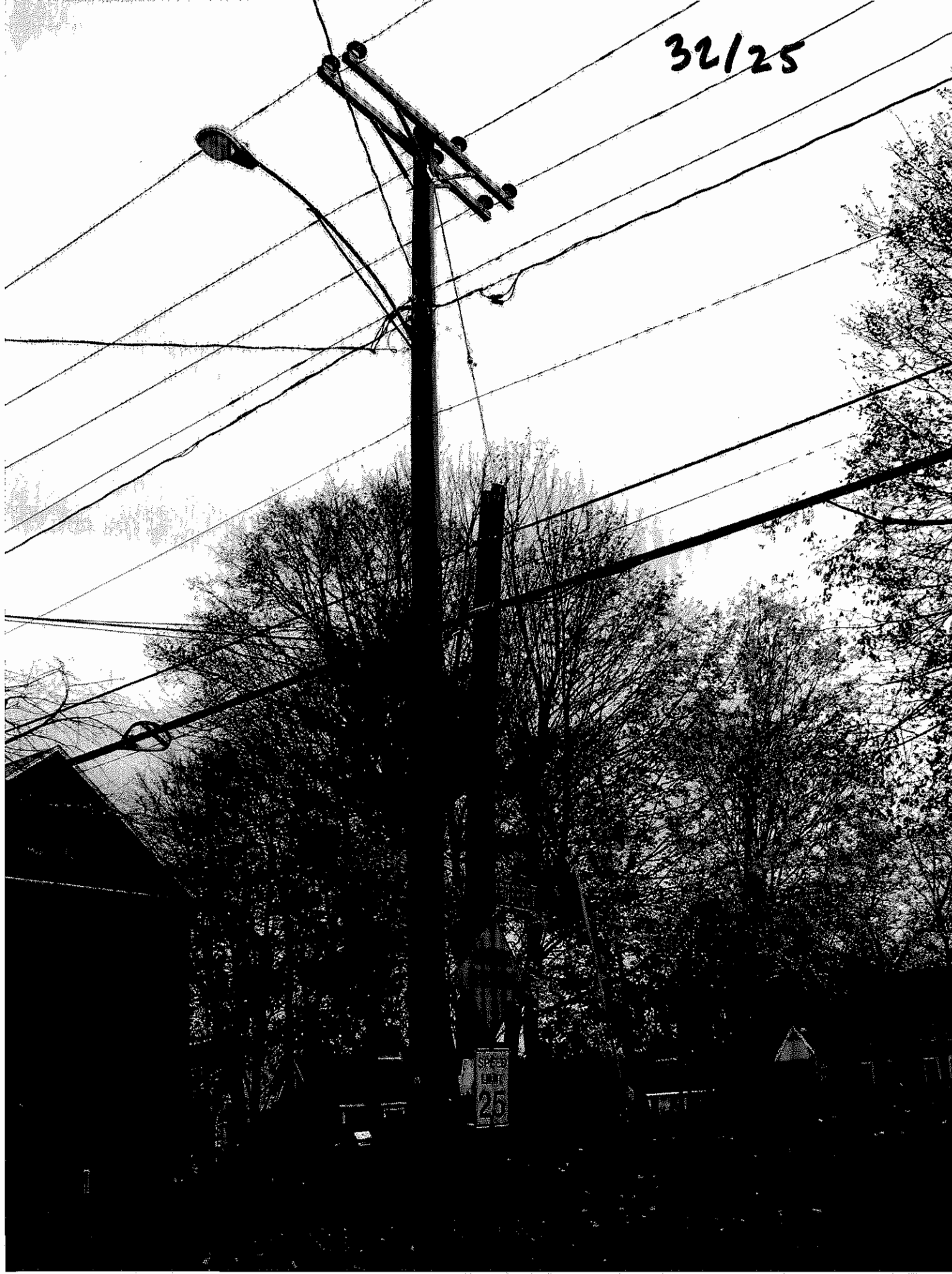
177/56








32/25



SPEED LIMIT
25

MEMORANDUM

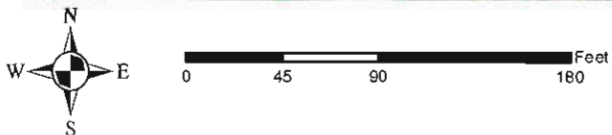
TO: John P. Bohenko, City Manager
FROM: Rick Taintor, Planning Director 
DATE: November 6, 2012
RE: City Council Referral – Projecting Sign
Address: 218 State Street
Business Name: Orange Leaf Frozen Yogurt
Business Owner: Robin Brownson

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

Sign dimensions: 42" x 25"
Sign area: 7.3 sq. ft.
Height from sidewalk to bottom of sign: 7'2"
Maximum protrusion from building: 48 in.

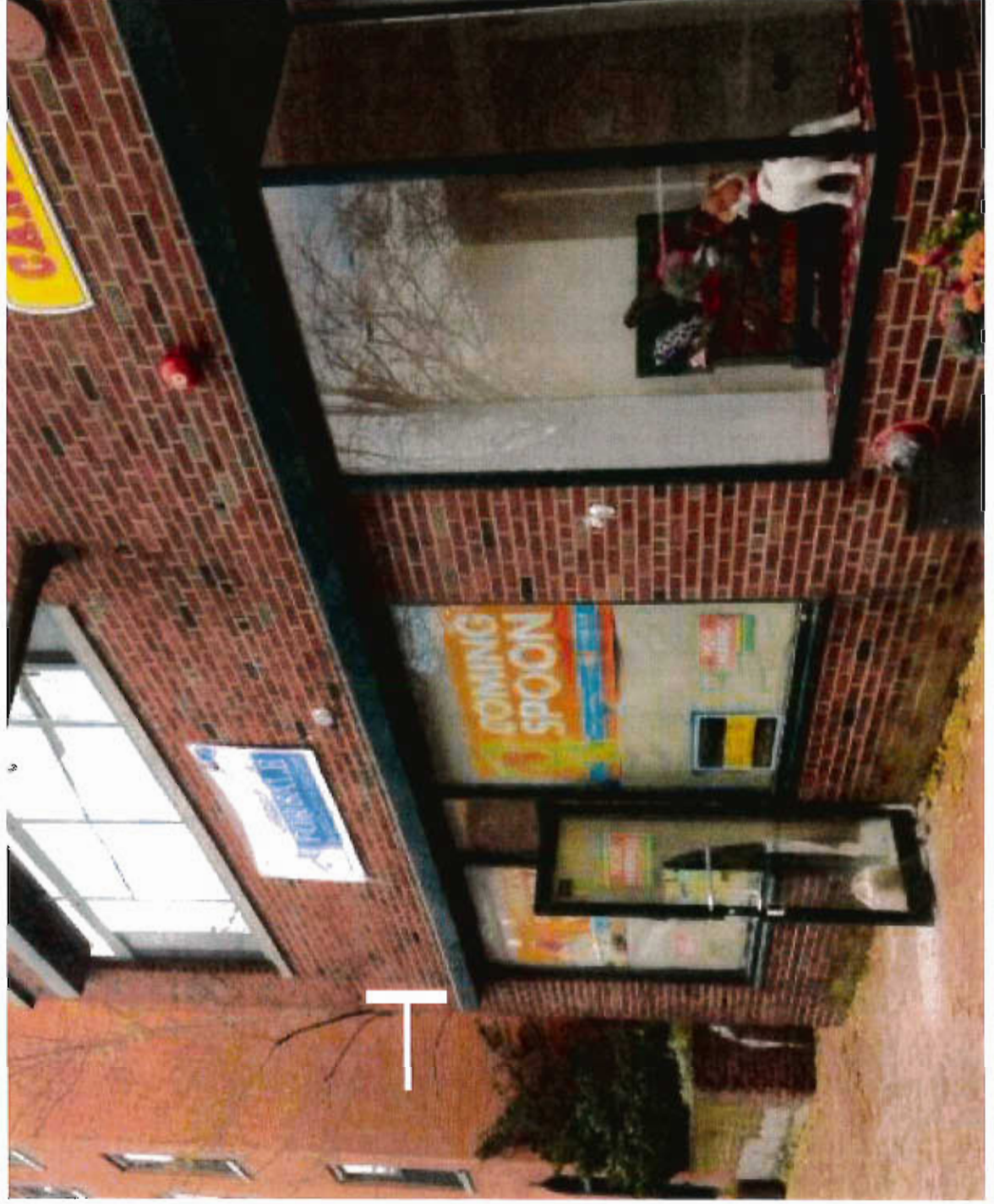
The proposed sign complies with zoning requirements. If a license is granted by the City Council, no other municipal approvals are needed. Therefore, I recommend approval of a revocable municipal license, subject to the following conditions:

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.

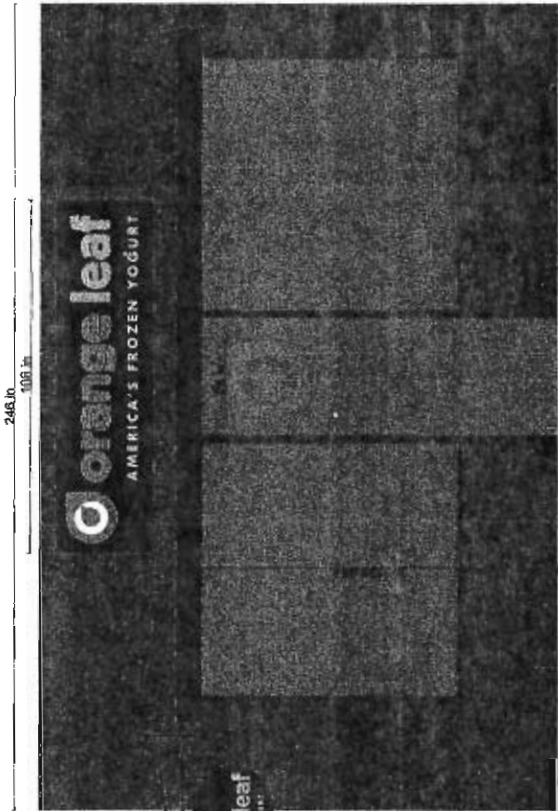


Request for Projecting Sign License 218 State Street

Orange Leaf Frozen Yogurt
218 State Street
1 Projecting Sign



(wall sign is on a separate application) *Rec*



246 in
108 in



Qty: SS/DS: Materials:

Background Color: Vinyl Color: HP Int Other:



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.

10/26/12

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

MEMORANDUM

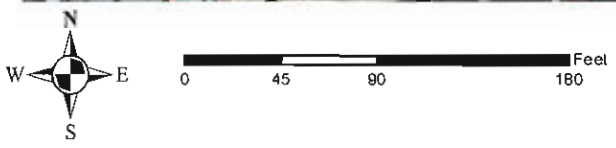
TO: John P. Bohenko, City Manager
FROM: Rick Taintor, Planning Director *RT.*
DATE: November 6, 2012
RE: City Council Referral – Projecting Sign
Address: 65 Bow Street
Business Name: Lunachics
Business Owner: Dana Deniro

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

Sign dimensions: 28" x 14"
Sign area: 2.7 sq. ft.
Height from sidewalk to bottom of sign: 7.5"
Maximum protrusion from building: 38 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:

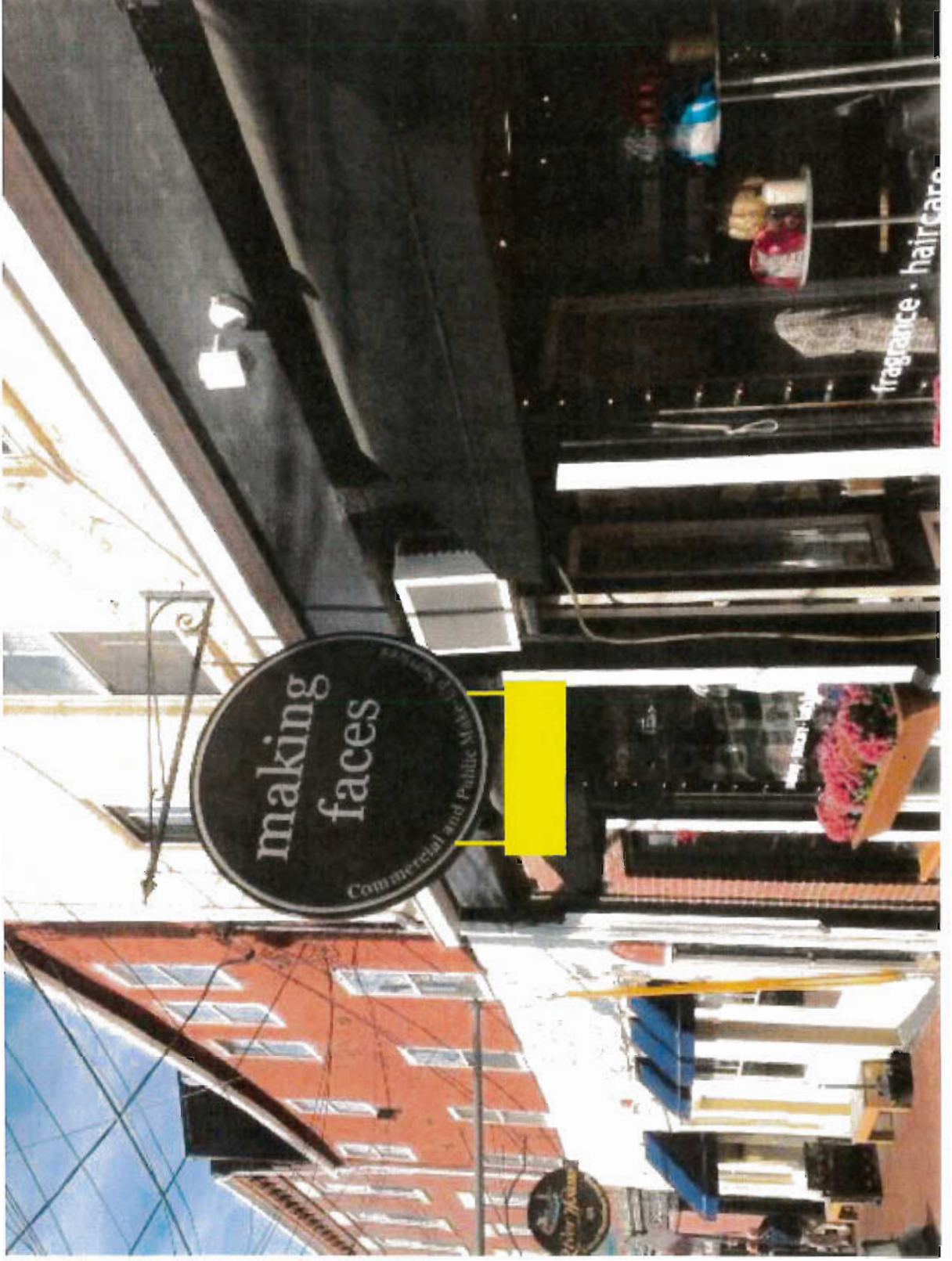
1. The license shall be approved by the Legal Department as to content and form;
2. Any removal or relocation of the projecting sign, for any reason, shall be done at no cost to the City; and
3. Any disturbance of a sidewalk, street or other public infrastructure resulting from the installation, relocation 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 65 Bow Street

Map produced by Planning Department 11-5-2012

Lunachics
65 Bow Street
1 Projecting Sign





BRACKET CAN BE DONE EITHER WAY

NOV - 7 2012



Mayor Spear
City Council
1 Junkins Avenue
Portsmouth, NH 03801

RE: Event Permit Request for Santa Ski New England 2012

Mayor Spear and Members of City Council,

We are writing you today to respectfully request your consideration of our application to hold a fundraising event in the City of Portsmouth. The event will be known as Santa Ski New England 2012 and will take place on December 1st, 2012 on the premises of the Isles of Shoals Steam Ship Company located at 315 Market Street. The purpose of the event is to raise food and money donations for three local food pantries; Footprints, Table of Plenty, and Operation Blessing. We also are trying to raise money/food donations for a local program known as End 68 Hours of Hunger which strives to provide underprivileged school children with a backpack full of food on Friday's so they do not go hungry over the weekend.

The event centers on a water skiing exhibition involving Santa and his reindeer skiing down the Piscataqua River. A group of experienced skiers and boat drivers will brave the icy waters of the Piscataqua to bring some holiday cheer to people of all ages. With a great vantage point from the facility of the Isles of Shoals Steam Ship Co., people can watch the water skiing activities while also enjoying a live band, and hot food and drinks such as chowder, burgers, hotdogs, coffee, and hot coco. All proceeds from the sale of food and beverages by vendors such as Foster's Downeast Clam Bake will also be donated to the above mentioned charities.

The event is planned to take place from 12pm to 4pm on the 1st which will hopefully help draw some more people into the area on the same day as the City's Tree Lighting Ceremony. We hope to grow the Santa Ski slowly year by year into a long lasting tradition in the City which brings people of all ages together to join in the holiday spirit and lend a helping hand to people in need. We understand there is little time left before the December 1st and we appreciate your consideration of this request. We have included with this letter our press kit which further outlines the details of the Santa Ski NE 2012. As required we will have insurance coverage in place for the day of the event. We do not anticipate any encumbrances on the City's streets, sidewalks, or parking facilities due to the event being held within the premise of the Isles of



Shoals Steam Ship Company.

Please do not hesitate to contact us with any questions, concerns, or suggestions for this event. We sincerely thank you for your consideration of this application and we look forward to working with the City to make the Santa Ski into wonderful experience for all.

Sincerely,

Zachary Taylor and Alex Marshall
Co-Founders, Santa Ski NE
(207) 451-7205
santaskine@gmail.com

Santa Ski NE ... 2012



December 1
Piscataqua River, Portsmouth, NH

Event Proceeds To Benefit

END 68 HOURS OF HUNGER

OPERATION BLESSING

TABLE OF PLENTY

FOOTPRINTS FOOD PANTRY

Santa Ski NE ...

WHAT HAPPENS WHEN YOU GET A GROUP OF GUYS TOGETHER WHO WATER SKI AND HAVE A BOAT LOAD OF HOLIDAY SPIRIT?

You get Santa Ski NE!

Last year, Alex Marshall and Zachary Taylor had an idea— what would happen if they had Santa and his Reindeer ski down the Piscataqua River in December?

Frosty Santa and His Chilly Reindeer

A few hundred people watched from land, sea and air, as Alex (Santa) and Zach Taylor, Sean Panora, Kyle Barnett, Justin Troiano and Zach Wise (the Reindeer) did indeed get up and make a pass between the Sarah Mildred Long and the former Memorial bridge.

He's Making a List and Checking it Twice

Come out and join the fun—get a great view from the Isle of Shoals Steamship Company parking lot (315 Market St, Portsmouth, NH) purchase your Christmas tree, groove to some music, enjoy a cup of chowder, a burger or dog, a hot chocolate and a cookie or two all for a great cause!

Food and fun for the whole family with proceeds to benefit END 68 HOURS OF HUNGER, TABLE OF PLENTY, OPERATION BLESSING, and FOOTPRINTS food banks.



Jolly St. Nick and his Merry Band of Reindeer and Elves Waterskiing the Piscataqua River on December 1, 2012.

Bring a donation of non-perishable food items, new or gently used backpacks and fill our donation barrels to the brim!

HO, HO, HO!

Get in the Holiday Spirit and Support Santa Ski NE 2012!



*Follow us on
Facebook
LIKE
Santa Ski
New England*




**CITY OF PORTSMOUTH
PORTSMOUTH, NH 03801**

Office of the City Manager

Date: November 9, 2012

To: Honorable Mayor Eric Spear and City Council Members

From: John P. Bohenko, City Manager 

Re: City Manager's Comments on November 13, 2012 City Council Agenda

Work Session:

6:15 p.m.

1. **FY14 Budget.** As discussed at the October 27th City Council Retreat, the Mayor has scheduled a work session on Tuesday evening to discuss the FY14 Budget (July 1, 2013 through June 30, 2014). As requested, I will be providing the City Council with an estimate of expenses and revenues for FY14. As I indicated at the Retreat, these numbers would be very preliminary, but would give you a baseline for discussion purposes.

Presentation:

1. **Memorial Bridge Illumination Committee.** On Tuesday evening, Peter Somssich, Chairman of the Memorial Bridge Illumination Committee will be making a presentation regarding their Committee's efforts regarding the illumination of the Memorial Bridge. Attached for your information are a letter from Peter Somssich and a synopsis of the project.

Acceptance of Grants and Donations:

1. **Acceptance of Police Department Grants & Donation.** Attached under Section VIII of the Agenda is a memorandum, dated October 24, 2012, from John F. Golumb, Chairman of the Portsmouth Police Commissioners, and Police Chief Stephen J. DuBois, requesting that the City Council approve the following grants and donation:
 1. A grant in the amount of \$4,950 from the NH Department of Highway Safety For "Operation Safe Commute" patrols.

2. A grant in the amount of \$237,531 from the US Department of Justice for the FY12 Internet Crimes Against Children Task Force continuation.
3. A scholarship grant in the amount of \$500 to Emergency Communications Manager Gil Emery from APCO International for digital training.
4. A donation in the amount of \$400 from The Friends of the South End Neighborhood Association in support of the Police Explorer Cadets.

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

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

2. **Acceptance of Donation Re: Bench.** As you are aware, Everett Kern retired as General Foreman from the Public Works Department in October. The Kern Family requested to sponsor a bench in honor of Everett's career and commitment to the City of Portsmouth. Their request was to purchase and install a bench in Market Square and then have family, co-workers and friends surprise Everett with this bench, which was presented to Everett on October 26th. The City of Portsmouth has received a donation from the Kern Family in the amount of \$1,400 for the purchase and installation of a bench in Market Square in honor of Everett Kern.

Therefore, I am recommending the City Council move to approve and accept the donation for a bench, as presented. Action on this matter should take place under Section VIII of the Agenda.

3. **Acceptance of Donation from Liberty Mutual Insurance.** The City has received a donation of \$3,000 from Liberty Mutual Insurance. These funds have been donated in appreciation of the City's participation in the Liberty Mutual Insurance 100th Anniversary Celebration Volunteer Program.

In June 2012, over 160 volunteers from Liberty Mutual offices in the area performed a full day of community service on several different landscaping, painting and trails projects in Portsmouth. I recommend that these funds be accepted and expended to fund improvements at Peirce Island. Peirce Island has been the site of many successful volunteer efforts by various community groups and I believe it is an appropriate place to utilize this donation.

I would recommend the City Council move to authorize the City Manager to accept and expend a donation from Liberty Mutual Insurance for improvements to Peirce Island. Action on this matter should take place under Section VIII of the Agenda.

Items Which Require Action Under Other Sections of the Agenda:

1. Public Hearing/Second Reading of Proposed Resolution and Ordinance Amendments:

1.1 Public Hearing/Second Reading of Proposed Ordinance amending Chapter 7, Article IX, Section 7.901 (E) – Penalties of the City Ordinances to amend Section 7.105 (A) Parking Violation Expired Meter Fine Amount from \$10.00 to \$15.00.

As a result of the October 22nd City Council meeting, under Section VII of the Agenda, I am bringing back for public hearing and second reading the **attached proposed Ordinance** amending Chapter 7, Article IX, Section 7.901(E) – Penalties of the City Ordinances to amend Section 7.105 (A) Parking Violation Expired Meter Fine Amount from \$10.00 to \$15.00.

I would recommend the City Council move to pass second reading and schedule a third and final reading of the proposed Ordinance, as presented, at the December 3, 2012 City Council meeting. Action on this item should take place under Section IX of the Agenda.

2. Third and Final Reading of Proposed Resolution and Ordinance Amendments:

2.1 Third and Final Reading of Proposed Ordinance which would amend the Zoning Ordinance, Chapter 10, to Rezone 143 Daniel Street (former Connie Bean Property) from Municipal to Central Business B (CBB) and also, to place that property in the Downtown Overlay District (DOD).

As a result of the October 22nd City Council meeting, under Section IX of the Agenda, I am bringing back for third and final reading **the attached proposed Ordinance and map** which would amend Zoning Ordinance, Chapter 10, to rezone 143 Daniel Street (former Connie Bean property) from Municipal to Central Business B (CBB) and also, to place that property in the Downtown Overlay District (DOD).

As you will recall, at the August 20, 2012 City Council meeting, the Council referred a proposed rezoning from Municipal to Central Business B (CBB), and also that it be included with the Downtown Overlay District (DOD) to the Planning Board for report back. **Attached is a memorandum from Rick Taintor, Planning Director**, regarding this matter. At its September 20, 2012 meeting, the Planning Board voted to recommend the rezoning of this property.

I would recommend the City Council move to pass third and final reading of the proposed Ordinance Amendments, as presented. Action on this item should take place under Section IX of the Agenda.

Consent Agenda:

1. **Request for License 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):

- Dana Deniro, owner of Lunachics for property located at 65 Bow Street.
- Robin Brownson, owner of Orange Leaf Frozen Yogurt for property located at 218 State Street.

I would recommend the City Council move to approve the aforementioned Projecting Sign Licenses as recommended by the Planning Director and, further, authorize the City Manager to execute the 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. **Prescott Park Docks.** Attached is a copy of the "Policy for the Prescott Park Docks" for the 2013 boating season that includes the minor changes which the Trustees voted at their meeting on October 25, 2012. These requested changes are subject to City Council approval. Primarily, what is being changed is the moving up of the lottery date from March 1 to February 15 in an effort to provide additional time for boaters who are not successful dock license recipients to make alternative arrangements. The rates will not be changing, however, there will be more generic language to replace the specific dollar amount(s) so that future rate change would not require a change to the policy itself. The rates listed go through the City rate adoption process similar to all other City rates.

The Trustees derive all of their authority to operate Prescott Park from the City Council. Therefore this proposal to modify the Dock Policy should be approved by the City Council.

I would recommend the City Council move to approve the Policy for the Prescott Park Docks for the 2013 boating season, as presented.

2. **New Castle Avenue Dock Revocable License Agreement for Priscilla Semprini.** Attached please find a Revocable License Agreement which has been prepared with respect to the reconstruction of a dock located on City property on New Castle Avenue. As written it is a 30 year agreement and has been prepared for Priscilla Semprini who owns property at 300 Newcastle Avenue. This agreement is a mirror to the one approved by the City Council on March 3, 2008 for Thomas Watson and Kathleen Salisbury who own property at 200 Newcastle Avenue. Ms. Semprini is desirous of reconstructing a dock which was previously removed due to the New Castle Avenue project.

I would recommend the City Council move to approve the New Castle Avenue Dock Revocable License Agreement for Priscilla Semprini, as presented, and further, authorize the City Manager to execute the Agreement.

3. **Report Back Re: Proposed Amendments to Zoning Ordinance Relative to Exemptions from Certificate of Approval in the Historic District.** At its meeting on September 17, 2012, the City Council referred a proposed Zoning Ordinance amendment to the Planning Board for report back. The proposed amendment concerns exemptions from the requirement to obtain Historic District Commission approval for maintenance and repair work, and for other minor changes meeting specific performance standards set forth in the proposed amendments.

Section 10.633.20 of the Zoning Ordinance lists specific activities that are exempt from the requirement to obtain a Certificate of Approval from the Historic District Commission. The changes proposed by the HDC are designed to:

- Streamline the current permitting process,
- Remove ambiguity and clarify the current exemptions, and
- Refine and develop new performance standards for many of the listed exemptions.

The HDC believes that the proposed amendments will significantly reduce its caseload and also reduce the cost and time burden to homeowners making minimal improvements. It will thus afford the HDC more time to carefully review larger projects within the Historic District.

At its meeting on October 18, 2012, the Planning Board voted unanimously to recommend that the City Council enact the proposed amendments, as set forth in the **attached proposed ordinance**.

Therefore, I would recommend the City Council move to authorize the City Manager to bring back for first reading the attached proposed Ordinance amendment, as presented, at the December 3, 2012 City Council meeting.

4. **Proposed Zoning Ordinance Amendment – Building Height.** At the October 22, 2012 City Council meeting, the Planning Department was requested to prepare an amendment to the Zoning Ordinance to close a loophole so that future projects will meet the intent of the Ordinance with respect to building height. **Attached is a memorandum from Rick Taintor, Planning Director**, regarding this matter. Also, attached is **a draft amendment to the Zoning Ordinance** for the City Council's consideration. This amendment would modify the existing building height provisions for the Central Business districts in three ways:

- a) Define "street wall" as the wall of the building along the street edge and establish maximum street wall heights that are 10 feet lower than the maximum height for the district.
- b) Establish a "stepback" provision under which allowable building height increases with distance from the street. (These first two changes will replace a "building height setback" provision that was enacted in 2007 for the CBA district only.)
- c) Require that no portion of a building be higher above the street grade than the nominal maximum building height (50 feet in the CBA district and 60 feet in the CBB district.)

Finally, the draft amendment amends the definition of "grade plane" for buildings in the Central Business Districts. The current definition allows buildings that are set back more than 6 feet from a lot line to measure building height in relation to the finished grade within 6 feet from the property line. Buildings in the Central Business districts have used this provision to artificially increase building height by modifying the grade to create an elevated podium.

If the Council wishes to pursue this type of amendment to the Zoning Ordinance, it should be referred to the Planning Board for consideration at its meeting on November 15, 2012.

I would recommend the City Council move to refer the aforementioned matter to the Planning Board for report back to the City Council.

5. **Acceptance of Easements and Quitclaim of Abandoned Lines.** As part of the Cass Street Sewer Separation Project, the City needs to acquire certain temporary and permanent easements. By City Ordinance, the Planning Board provides an advisory opinion to the City Council regarding the acquisition of property, including easements. At its meeting of October 18, 2012, the Planning Board reviewed the proposed easements related to the project and voted to recommend them to the City Council.

The Cass Street Sewer Separation project entails replacement of existing combined sewer with separate drain lines and new sewer lines. In addition to the sewer and drain work, there will be upgrades to water lines as well as rebuilding of roads and sidewalks. The Planning Board has previously approved this project as part of the Capital Improvement Plan. This project is part of the work required by the City's Consent Decree with the Environmental Protection Agency.

In order to construct this project, the temporary and permanent easements identified in **Exhibit A and shown on the attached plans** are necessary. In addition, certain older lines will be abandoned and quitclaimed once the new lines are complete.

I would recommend the City Council move to authorize the City Manager to negotiate and convey the property interests identified in the attached Exhibit A.

Informational Items:

1. **Events Listing.** For your information, **attached is a copy of the Events Listing** updated after the last City Council meeting on October 22, 2012. In addition, this now can be found on the City's website.
2. **Informational Meeting Re: Scrap Pile.** As you are aware, the Pease Development Authority (PDA) will be conducting an informational meeting on Monday, November 26, 2012 regarding the scrap pile issue at the Port. The meeting will be conducted at City Hall in the City Council Chambers which will be televised. The meeting will commence at 6:30 p.m. and will be run by the Chair of the PDA Arthur Nickless.

3. **Sale of Connie Bean.** As you are aware, the City has retained Paul McInnis Auctioneers to facilitate the sale of 143 Daniel Street (Old Connie Bean Center). The process for disposition will be through a modified auction. On December 12, 2012, all bids for the property will be due in the Finance Department by 1:00 p.m. EST. On Thursday, December 13th, the five (5) highest bidders that have been identified through the sealed bid process will be invited to participate in the live auction at 1:00 p.m. at the Connie Bean Center. The live auction is open to the public.

4. **Update on Wayfinding Project.** Attached is a memorandum from Juliet Walker, Planning Department, regarding an update on the Wayfinding Project.

POLICY FOR THE PRESCOTT PARK DOCKS
SUMMER 2012-2013

Background

The City of Portsmouth owns, and the Trustees of the Trust Funds manage, the docks located at Prescott Park. The docks were constructed between 1983 and 1985 when the Trustees received a Federal grant to build them (for about \$80,000) and the construction was paid half by trust funds and half by non-trust funds. This was done with the approval of the City of Portsmouth, owner of the land at Prescott Park. Initially, the docks were put in and removed seasonally, but are no longer removed at the end of each boating season.

The docks contain approximately 16 to 25 slips, depending on the size of the boats docked at any given time. The floating docks are attached to pilings. The current policy provides for the daily or weekly docking of boats of up to 55 feet with a 72 hour limit on the docking (unless permission is received from the Trustees for bigger vessels or a longer stay). The current fees charged are between \$2.00 and \$6.00 per foot, varying with the size of the boat, and daily rates between \$25.00 and \$55.00. Reservations are made by telephone and payments are made in advance. Rates for residents & non-residents have not changed since 2009.

The following policy is consistent with the rights of the public to use the docks and the park and at the same time permits the Trustees to raise revenue to staff, repair and replace the docks.

The following shall be the seasonal dock rental policy beginning with the 2012 season:

1. No more than 10 “slips” or spaces at the Prescott Park Dock shall be available for seasonal rental.
2. Slip tenants shall execute a license agreement (for a specific vessel only) approved by the City Attorney setting forth the rules and regulations of the seasonal license. The license shall not be assignable or transferable to any other person or vessel and shall expressly prohibit alcohol use on the docks and shall address parking and waste issues.

3. Slip licensees shall pay **the “Approved Seasonal Rate”, currently \$100 per boat foot per season (from April 1 to November 1 of each year) for Portsmouth residents, fully payable in advance and non-refundable.**
4. Slips shall first be made available for seasonal rental to Portsmouth residents, if needed, on a lottery basis, with the submission of applications by ~~March 1st~~ **February 15** of each year and for a term not to exceed one season with no right of renewal; the lottery, if needed, shall be held annually after March 1st to grant one year seasonal licenses only.
5. The lottery shall be organized and operated by a disinterested party chosen by the Trustees and the City.
6. All “slips” not rented for seasonal use shall continue to be available to the public on reasonable terms set by the Trustees at city approved docking rates.
7. If the seasonal rentals are not filled by Portsmouth residents, non-residents are permitted to apply for a dock space in a separate lottery, with a higher seasonal rates **“Approved Seasonal Rate”, currently \$120 per boat foot to be charged for such non-residents.**
8. A pro-ration of the seasonal use rates based on a daily basis is permitted for available designated seasonal use slips after June 30 through the end of the season (Nov 1).
9. The “boating season” and the term of the seasonal rental agreement is from April 1 to November 1 of each year.
10. That the Trustees continue to manage and operate the docks.

FROM: Trustees of the Trust Funds, by Bradley M. Lown, Trustee, and originally approved by the Trustees on February 12, 2009

Amended: April 23, 2009; Resident rate-\$100/foot, Non-Resident rate-\$120/foot

Reauthorized and approved by the Trustees on February 11, 2010

Amendments Approved by the Trustees: November 22, 2011

Return to:
City of Portsmouth
1 Junkins Avenue
Portsmouth, NH 03801

REVOCABLE LICENSE AGREEMENT

For no monetary consideration, but in exchange for the mutual obligation contained herein, the **CITY OF PORTSMOUTH**, a municipal corporation with a principal place of business at 1 Junkins Avenue, Portsmouth, New Hampshire 03801 (“GRANTOR”) and **PRISCILLA SEMPRINI, TRUSTEE of the PRISCILLA SEMPRINI REVOCABLE TRUST OF 2010** of 300 New Castle Avenue, Portsmouth, New Hampshire 03801 (collectively the “GRANTEE”) hereby enter this License Agreement on behalf of themselves and their successors and assigns.

This License Agreement is for the purpose of allowing the Grantee to reconstruct, re-install and maintain a pier on four (4) pilings, a float and a ramp leaving from and connected to said pier and said float (collectively, the “Dock”) in the waters of the Piscataqua River adjacent to New Castle Avenue, across New Castle Avenue from the GRANTEE’S property at 300 New Castle Avenue, City of Portsmouth, County of Rockingham, and State of New Hampshire, identified as Map 207, Lot 36 on the tax maps of the City of Portsmouth, and as more particularly described in the deed of Priscilla Semprini to Priscilla Semprini, Trustee dated December 10, 2010 and recorded in the Rockingham County Registry of Deeds at Book 5174, Page 2086 (the “Premises”). The terms and conditions of this License Agreement are as follows:

A. GRANTOR hereby grants unto GRANTEE the exclusive right and license to construct, install and maintain a dock, pier, float and ramp in the waters of the Piscataqua River adjacent to New Castle Avenue across from the Premises

B. GRANTOR hereby grants unto the GRANTEE an exclusive right and license to utilize the gate and opening in the fence (the “Gate”) which sits atop the sea wall which serves as the boundary between the road and sidewalk comprising New Castle Avenue and the Piscataqua River directly across New Castle Avenue from the Premises.

C. The term of this License shall be thirty (30) years from the date of this Agreement.

As a condition hereof, the GRANTEE agrees as follows:

1. GRANTEE agrees that the Dock provided for in this agreement shall be constructed in the same location and in the same shape and configuration as the Dock which existed across New Castle Avenue from the Premises prior to the reconstruction of the New Castle Avenue seawall in 2006-2007, which location is adjacent to the Gate. The location of the Dock is more particularly shown and identified as STA 9+38 LT on a plan entitled "New Castle Avenue – Portsmouth, NH Restoration Plan", a copy of which is on file with the GRANTOR.

2. GRANTEE agrees that all construction activity performed pursuant to this License Agreement shall be in strict conformance to all local, state and federal laws as well as terms, conditions and specifications approved by the Public Works Director of the GRANTOR prior to the initiation of construction.

3. GRANTEE agrees to maintain the Dock in a clean, safe and sound fashion at all times, take any actions reasonably necessary to protect the public's safety, and conduct any reasonable and necessary maintenance and repairs requested by the Public Works Director of the GRANTOR.

4. GRANTEE agrees that the Dock will not be utilized for commercial or business purposes.

5. GRANTEE agrees to maintain a lock on the gate at all times when the Dock is not in use by the GRANTEE, its contractors, agents, employees and invitees. GRANTEE also agrees to maintain, at all times, a sign on the gate stating that the Dock is private property and not available to the public.

6. During the term of this agreement, GRANTEE agrees to maintain, at its sole cost and expense, comprehensive liability insurance on the Dock, for injury or death resulting from or claimed to have resulted from an act or omission of the GRANTEE with respect to the Dock, with limits of liability of not less than Two Million Dollars (\$2,000,000.00) per occurrence, and Two Million Dollars (\$2,000,000.00) in the aggregate during the policy period. Said policy shall name the GRANTOR as an additional insured. A valid and current certificate of insurance demonstrating the existence of the policy shall be kept on file at all times in the Legal Department of Grantor.

The GRANTOR and GRANTEE further agree as follows:

7. In addition to any other remedies available in law or in equity, the GRANTOR shall have the right to enter into and terminate this License Agreement if, at any time, the GRANTEE or their successors and assigns fails to maintain strict compliance with each and every term and condition of this agreement where the GRANTEE or its successors and assigns shall fail to cure such non-compliance within sixty (60) days of receipt of written notice thereof from the GRANTOR.

8. This License Agreement is appurtenant to the Premises. This License may not be assigned or transferred without the prior written consent of the GRANTOR; provided, however, that such consent shall not be unreasonably withheld or delayed. Provided, further, the within restriction against assignment or transfer shall not apply to any transfer between the existing Grantees or to or from any trust or other entity established by the Grantees for estate planning or similar purposes where one or both of the Grantees retains a beneficial interest therein. Upon conveyance of the Premises, the seller under such conveyance shall thereafter be relieved of all obligations and liabilities created hereunder with respect to the Dock and this Agreement, except with regard to any liability for damages or any breach of such obligations occurring prior to the conveyance.

CERTIFICATE OF TRUSTEE


The undersigned, Priscilla Semprini, Trustee of the Priscilla Semprini Revocable Trust of 2010, has full and absolute power in said trust agreement to convey any interest in real estate and improvements thereon held in said trust and no purchaser or third party shall be bound to inquire whether the trustee has said power or is properly exercising said power or to see to the application of any Trust Asset paid to any current or former trustee for a conveyance thereof and said trust has not been terminated or amended.

IN WITNESS WHEREOF, this License Agreement has been executed by the parties this _____ day of _____, 2012.

CITY OF PORTSMOUTH

By: _____
John P. Bohenko, City Manager

Pursuant to vote of the Portsmouth City Council on _____, 2012.



Priscilla Semprini, Trustee of the
Priscilla Semprini Revocable
Trust of 2010

STATE OF NEW HAMPSHIRE
COUNTY OF ROCKINGHAM

_____, 2012

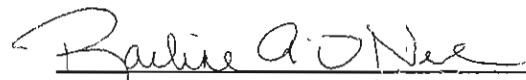
Then, personally, appeared the above-named John P. Bohenko, City Manager of the City of Portsmouth, known to me or satisfactorily proven to be the person who executed the foregoing instrument and acknowledged that he did so of his own free act and deed and the free act and deed of the City on whose behalf he is duly authorized to act and for the purposes therein contained.

Notary Public/Justice of the Peace
My commission expires:

STATE OF NEW HAMPSHIRE
COUNTY OF ROCKINGHAM

Oct. 11, 2012

Then, personally, appeared before me the above-named Priscilla Semprini, Trustee of the Priscilla Semprini Revocable Trust of 2010 and acknowledged that he executed the within instrument as his free act and deed.



Notary Public/Justice of the Peace
My commission expires: 10/17/12

**Proposed Amendments to Zoning Ordinance
Proposed by Historic District Commission, 9/5/2012
Recommended in Favor by Planning Board, 10/18/2012**

A. Proposed amendments to Article 6 – Overlay Districts, Section 10.633.20 – Exemptions from Certificate of Approval

(Proposed additions in **bold**; existing text to be deleted shown as ~~strike through~~)

10.633.20 Exemptions from Certificate of Approval

The following activities shall not require a Certificate from the Commission:

- (1) Ordinary maintenance and repair of any exterior architectural feature, which does not involve a change in design, materials or outer appearance thereof;
- (2) Painting or repainting structures without regard to color;
- (3) Maintenance and repair of fire walls, chimney repairs, entryway repairs, and deck repairs provided these are of the same design and material; ~~and the removal and replacement of shutters; [Note: moved to #4]~~
- (4) **Placement or replacement of shutters that are (1) constructed of wooden material, (2) one-half the width of the sash they are covering, (3) installed with hinges and dogs, and (4) louvered, paneled or constructed of boards as appropriate to the style of the building;**
- (5) Roofing or re-roofing of existing structures provided that the roof plane and material remain the same regardless of color;
- (6) ~~Satellite dish receivers less than or equal to 42 inches in diameter, and less than or equal to 4 feet in height;~~
- (6) Replacement of **an exterior doors, window, or storm window** with the same materials, provided **that the same materials are used that preserve** the original architectural features; the number and arrangement of window lights are not altered; true and non-removable divided lights are used; and the size of the opening does not change;
- (7) ~~Mechanical equipment and ventilation terminators, when the volume or mass of an individual device does not exceed 27 cubic feet, or extend more than 4 feet above the roof plane, or extend more than one foot out from the wall plane, or vent into a public way. All other duct work or equipment feeds shall be located in the **building's** interior so as not to be visible; [Note: moved to #7-9]~~
- (7) **Roof-mounted mechanical or electrical equipment and ventilation terminators on a single-family or two-family dwelling where the equipment (1) is not located on a roof surface that faces or is visible from a public way, (2) does not exceed 27 cubic feet, and (3) does not extend more than 3 feet above the roof plane;**
- (8) ~~Window-mounted portable air conditioning units; [Note: moved to #22]~~

- (8) **Wall-mounted mechanical or electrical equipment and ventilation terminators for a single-family or two-family dwelling where the equipment (1) is painted a similar color to match or blend with the wall color, (2) does not extend more than six inches out from the wall plane, and (3) does not vent directly into a public way; and where (4) all duct work or equipment feeds enter the building's interior at ground level so as not to be visible;**
- (9) **Ground-mounted mechanical or electrical equipment for a single-family or two-family dwelling where (1) the equipment is located behind the structure and is not in public view, and (2) all duct work or equipment feeds are located in the building's interior or immediately adjacent to the equipment;**
- (10) **Storm windows, storm doors, screen windows and screen doors, provided they are constructed with wood frames, with any metal or vinyl tracks concealed by the wood frames. Window guards provided they are constructed with bars or rods of wrought iron, or metal formed and painted to resemble wrought iron. Mesh guards are not exempt;**
- (11) ~~Chimney caps or bishop pots that do not extend more than 12 inches above the chimney, and that are constructed of masonry or bluestone, or of other material with a black, dark brown or copper finish;~~
- (12) **Gas and electric meters on a single-family or two-family dwelling if mounted on a wall not facing a public way;**
- (13) **Construction, alteration or demolition of any structure or element of a structure that the Code Official documents as being necessary to avoid an immediate health or safety emergency prior to the Commission convening a meeting to consider the matter. In such instance, the Code Official shall immediately notify the Commission of his action;**
- (14) **New signs and refacing of existing signs, except that new freestanding signs and signs requiring review and approval by the Board of Adjustment shall not be exempt;**
- (15) **Awning replacement if a canvas fabric is used and no alterations (including but not limited to the wall fittings and fastenings) are made to the structure;**
- (16) **Temporary tent or tensile structures;**
- (17) **Accessible ramp systems on single-family or two-family dwellings provided the ramp and rail system consists of black metal modular components;**
- (18) **The replacement of wood or metal fencing (except for chain-link) on a property with a contributing structure provided the replacement fence is in the same location with the same height, material, and design;**
- (19) **The replacement of exterior lighting on a contributing structure provided the replacement lighting is in the same in location with the same height, material, and design;**
- (20) **The replacement or restoration of wood siding (including removal of non-wood materials) provided the replacement siding is the same exposure, material, and design;**

- (21) Terraces, walks, driveways, and sidewalks and in-ground swimming pools provided that any such element is substantially at the existing grade plane of the property;
 - (22) Building accessories and décor, such as window-mounted portable air conditioning units, play equipment, window boxes, mail boxes less than 18” in all dimensions, flags, hose reels, door bells and knockers, weathervanes, bells, wind chimes, birdfeeders, artwork, sculpture, and other similar exterior décor.
 - (23) New or replacement piers, floats, docks or gangways for single-family and two-family dwellings provided any vertical handrail support systems are constructed with metal, wire, rope or wood.
-


B. Proposed amendment to Article 15 – Definitions, Section 10.1530 – Terms of General Applicability

Insert the following new definition:

Contributing structure

A structure identified as a contributing structure in “An Architectural Survey of the Historic District of Portsmouth, NH”, dated June–September, 1982, prepared by the Portsmouth Advocates Inc., Woodard D. Openo, Survey Director.

MEMORANDUM

TO: John P. Bohenko, City Manager
FROM: Rick Taintor, Planning Director 
DATE: November 6, 2012
RE: Proposed Zoning Ordinance Amendment – Building Height

As discussed in my memorandum of October 16 regarding the final phase of the Portwalk development project, the definition of “building height” in the Zoning Ordinance can allow a building to significantly exceed the maximum height specified in the Ordinance. This memorandum presents a draft amendment to the Ordinance to address this problem.

The definition of “building height” in the Zoning Ordinance was designed to provide a method for establishing the height of a building on a sloping site, and to encourage variety in rooflines by defining the height of a sloping roof as the midpoint between the ridgeline and the eave. However, the Portwalk developers have exploited a loophole in the definition, under which a substantial portion of the building may exceed the nominal maximum height through the inclusion of a lower building segment. At the City Council meeting on October 22, 2012, the Planning Department was requested to prepare an amendment to the Zoning Ordinance to close this loophole so that future projects will meet the intent of the Ordinance with respect to building height.

Accordingly, I have prepared the attached draft amendment to the Zoning Ordinance for the Council's consideration. This amendment would modify the existing building height provisions for the Central Business districts in three ways:

- (1) Define “street wall” as the wall of the building along the street edge and establish maximum street wall heights that are 10 feet lower than the maximum height for the district.
- (2) Establish a “stepback” provision under which allowable building height increases with distance from the street. (These first two changes will replace a “building height setback” provision that was enacted in 2007 for the CBA district only.)
- (3) Require that no portion of a building be higher above the street grade than the nominal maximum building height (50 feet in the CBA district and 60 feet in the CBB district.)

Finally, the draft amendment amends the definition of “grade plane” for buildings in the Central Business Districts. The current definition allows buildings that are set back more than 6 feet from a lot line to measure building height in relation to the finished grade within 6 feet from the property line. Buildings in the Central Business districts have used this provision to artificially increase building height by modifying the grade to create an elevated podium.

If the Council wishes to pursue this type of amendment to the Zoning Ordinance, it should be referred to the Planning Board for consideration at its meeting on November 15, 2012.

ORDINANCE #
THE CITY OF PORTSMOUTH ORDAINS

That the Ordinances of the City of Portsmouth, Chapter 10 – Zoning Ordinance, be amended to read as follows (deletions from existing language ~~stricken~~; additions to existing language **bolded**; remaining language unchanged from existing):

(1) Amend Article 5 – Dimensional and Intensity Standards, Section 10.530 – Business and Industrial Districts, as follows:

10.535 Exceptions to Dimensional Standards in the Central Business Districts

~~10.535.10 Central Business A – Building Height Setback from Street~~

~~In Central Business A, no portion of a building within 10 feet of a street right of way line shall exceed 40 feet in height.~~

10.535.10 Central Business A and B – Building Height Step-Back Provisions

In addition to the building height standards set forth in Section 10.531, the height of buildings in the Central Business A and B districts shall be further regulated as follows:

10.535.11 Street Wall Elevation

The maximum elevation of the street wall above the grade at any property line adjoining a street shall be 40 feet in the Central Business A district and 50 feet in the Central Business B district.

10.535.12 Stepback

The maximum elevation of any portion of a building shall be the actual street wall elevation plus one vertical foot in elevation for each horizontal foot of stepback from the street wall.

10.535.13 Maximum Elevation

The highest point of any building above the grade at any property line adjoining a street shall not exceed 50 feet in the Central Business A district and 60 feet in the Central Business B district.

(2) Amend Article 10 – Definitions, Section 10.1530 – Terms of General Applicability, as follows:

Grade plane

A reference plane representing the average of finished ground levels adjoining the building at all exterior walls. When the finished ground level slopes away from exterior walls, the reference plane shall be established by the lowest points within the area between the building and the lot line. ~~or~~, **In all districts except the Central Business A and B districts**, when the lot line is more than 6 feet from the building the reference plane shall be established **by the lowest points** between the building and a point 6 feet from the building. (See also building height.)

Street wall

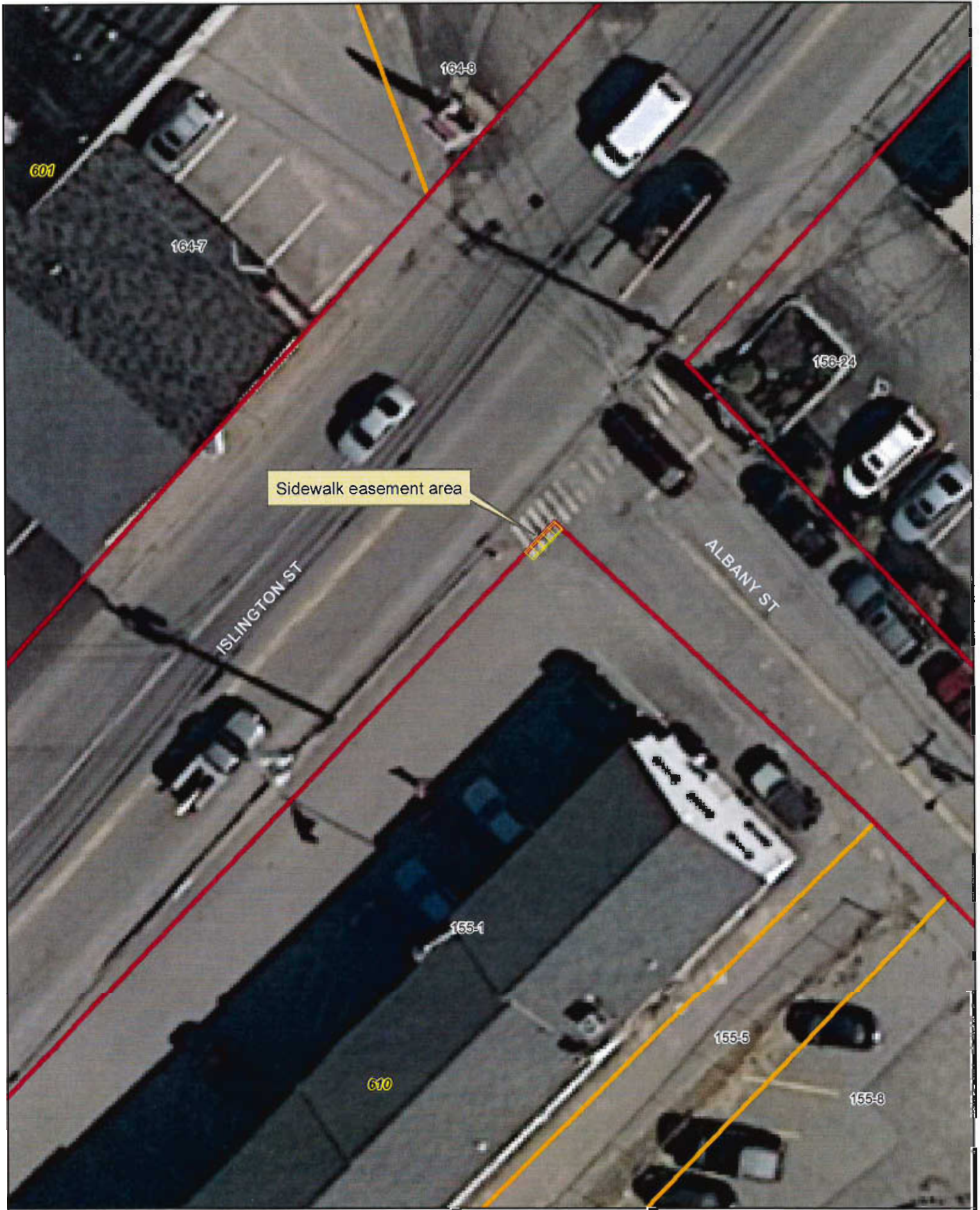
The main wall of a structure that is closest to and most nearly parallel with the adjacent street.

EXHIBIT A

CASS STREET SEWER SEPARATION PROJECT

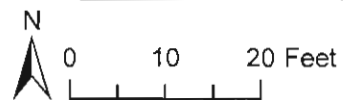
Property Owner	Address	Map/Lot	Property Interests
The Malt House Exchange Realty Trust	95 Brewery Lane	Map146-27	Temporary easement for purposes of construction which will be superseded by a permanent easement once the new pipes are installed Quitclaim abandoned combined sewer line upon completion
Sandra Matthews (deceased but property still in estate)	89 Brewery Lane	Map 146-26	Temporary easement for purposes of construction which will be superseded by a permanent easement once the new pipes are installed Quitclaim abandoned combined sewer line upon completion
Judith A. Brown Revocable Trust		Map 147-30	Permanent easement for drain line Quitclaim sewer line upon completion
610 Islington Street Limited Partnership	610 Islington Street	Map 155 – 1	Minor permanent sidewalk easement to facilitate handicap accessibility
Willard Kalee	227 Cass Street #1	Map 147 – 3	Minor permanent sidewalk easement to facilitate handicap accessibility
Trigg Simon	227 Cass Street #2	Map 147 – 3	Minor permanent sidewalk easement to facilitate handicap accessibility

Easement areas identified on this Exhibit A and the attached plans are approximate. They may be adjusted as a result of final design and/or as part of negotiations with property owner.



Cass Street Sewer Separation Project Easements 610 Islington Street

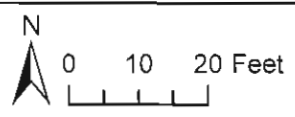
Map prepared by City of Portsmouth Department of Public Works
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Cass Street Sewer Separation Project Easements
Judith A Brown Revocable Trust

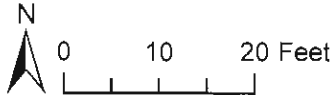
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Cass Street Sewer Separation Project Easements
227 Cass Street

Map prepared by City of Portsmouth Department of Public Works
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Event Listing by Date

Starting Date: 1/ 1/2012

Ending Date: 9/30/2013

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: 9/30/2013

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/ 8/2012 6/ 8/2012	FESTIVAL Barbara Massar is the contact for this event.	Downtown	Market Square Day	9/ 4/2012
6/ 8/2012 6/ 8/2012	FESTIVAL Barbara Massar is the contact for this event. This event begins at 9:00 a.m. to 4:00 p.m.	Market Square	Pro Portsmouth	9/ 4/2012
6/ 8/2012 6/ 8/2012	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/ 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
6/23/2012 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

Event Listing by Date

Starting Date: 1/1/2012

Ending Date: 9/30/2013

Start End	Type Description	Location	Requestor	Vote Date
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	/ /
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

Event Listing by Date

Starting Date: 1/1/2012

Ending Date: 9/30/2013

Start End	Type Description	Location	Requestor	Vote Date
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
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 Street 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

Event Listing by Date

Starting Date: 1/1/2012

Ending Date: 9/30/2013

Start End	Type Description	Location	Requestor	Vote Date
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
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/ 4/2012 10/ 4/2012	VIGIL Marsie Silvestro, Executive Director is the contact for this event. This event is from 6:00 p.m. to 7:00 p.m. at the Vaughan Mall.	Vaughan Mall	A Safe Place	9/17/2012
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
10/31/2012 10/31/2012	PARADE Trevor Bartlett is the contact for this event. He can be reached at eyesfingerstoest@gmail.com. The parade is gathering from 6:00 to 7:00 p.m. at the fountain in Prescott Park and will end there. The parade will leave Prescott Park across Marcy Street to Court, up one block to Atkinson to take the right onto State Street, going directly across the parking lot through to Bow Street. Head up to then down the hill to Market, proceeding through Market Square, past North Church to Fleet Street. Turn left on Fleet, left onto State Street to conclude at park.	Begins and ends at Prescott Park near Fountain -	The Portsmouth Halloween Parad	10/ 1/2012
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
11/14/2012 12/24/2012	FUND Lt. Erin Rischawy, Assistant Corps Officer is the contact for this event. Bell Ringing will begin on November 14th and end on December 24th in Market Square.	Market Square	Salvation Army	/ /
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

Event Listing by Date

Starting Date: 1/ 1/2012

Ending Date: 9/30/2013

Start End	Type Description	Location	Requestor	Vote Date
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	/ /
12/ 1/2012 12/ 1/2012	ROAD RACE Patti Maccabe is the contact for this event. Her cell number is 603-867-9799. This event begins and ends at Little Harbour School, registration begins at 9:00 a.m. and race starts at 10:00 a.m.	Little Harbour School - start and finish	Arthritis Foundation	10/ 1/2012
12/31/2012 12/31/2012	FESTIVAL Barbara Massar is the contact for this event.	Market Square	Pro Portsmouth	9/ 4/2012
1/ 1/2013 1/ 1/2013	ROAD RACE Doug Bates is the contact for this event. This event is part of the Road Race series.	Little Harbour School	GPCC - Great Bay Servies	12/19/2011
5/ 5/2013 5/ 5/2013	FESTIVAL Barbara Massar is the contact for this event. This event takes place in various locations downtown.	Downtown - Various locations	Children's Day	9/ 4/2012
5/11/2013 5/11/2013	ROAD RACE Jacqui Bryan (498-2988) and Marci Francis ((802)683-9187) are the contacts for this event. This event begins and ends at Strawberry Banke.	Strawbery Banke	Susan G. Komen for the Cure	10/22/2012
6/ 8/2013 6/ 8/2013	ROAD RACE Barbara Massar is the contact for this event. This event begins and ends at Market Square.	Downtown	Market Square Road Race	9/ 4/2012
6/22/2013 6/22/2013	MUSIC Barbara Massar is the contact for this event. This is part of the Summer in the Streets series which begins at 5:00 p.m. and ends at 9:30 p.m.	Pleasant Street	Pro Portsmouth - Summer in the	9/ 4/2012
6/29/2013 6/29/2013	MUSIC Barbara Massar is the contact for this event. This is part of the Summer in the Streets series that starts at 5:00 p.m. to 9:30 p.m.	Pleasant Street	Pro Portsmouth - Summer in the	9/ 4/2012
7/ 6/2013 7/ 6/2013	MUSIC Barbara Massar is the contact for this event. This is part of the Summer in the Streets series begins at 5:00 p.m. and ends at 9:30 p.m.	Pleasant Street	Pro Portsmouth - Summer in the	9/ 4/2012
7/13/2013 7/13/2013	MUSIC Barbara Massar is the contact for this event. This is part of the Summer in the Streets series which begins at 5:00 p.m. and ends at 9:30 p.m.	Pleasant Street	Pro Portsmouth - Summer in the	9/ 4/2012

Event Listing by Date

Starting Date: 1/ 1/2012

Ending Date: 9/30/2013

Start End	Type Description	Location	Requestor	Vote Date
7/20/2013 7/20/2013	MUSIC Barbara Massar is the contact for this event. This is part of the Summer in the Streets series which begins at 5:00 p.m. and ends at 9:30 p.m.	Pleasant Street	Pro Portsmouth - Summer in the	9/ 4/2012
7/27/2013 7/27/2013	MUSIC Barbara Massar is the contact for this event. This event is part of the Summer in the Streets series which begins at 5:00 p.m. and ends at 9:30 p.m.	Pleasant Street	Pro Portsmouth - Summer in the	9/ 4/2012
8/ 3/2013 8/ 3/2013	MUSIC Barbara Massar is the contact for this event. This event is part of the Summer in the Streets series which begins at 5:00 p.m. and ends at 9:30 p.m.	Pleasant Street	Pro Portsmouth - Summer in the	9/ 4/2012
9/21/2013 9/22/2013	TOUR Caroline Amport Piper (603-686-4338) and Dave Anderson are the contacts for this event. This is a two-day event from 11:00 a.m. to 3:00 p.m. both days.	South End	Friends of the South End	10/22/2012
9/28/2013 9/28/2013	ROAD RACE Karen Butz Webb, Executive Director is the contact for this event. This event begins and ends at Portsmouth High School. E-mail address for information is: projectsafetyassociation@gmail.com	Portsmouth High School	Project Safety Association	10/22/2012

MEMORANDUM

TO: JOHN P. BOHENKO, CITY MANAGER
FROM: JULIET WALKER, PLANNING DEPARTMENT
SUBJECT: WAYFINDING PROGRAM ADVISORY GROUP
DATE: 10/26/2012
CC: DAVID ALLEN, DEPUTY CITY MANAGER
RICK TAINTOR, PLANNING DIRECTOR

The RFP for Phase 1 of the City-wide Wayfinding Program is scheduled to be posted by the end of this week and the schedule for RFP advertising and consultant selection is as follows:

- 1) October 26 RFP posted and circulated to planning web sites and identified consultants
- 2) November 14 Pre-bid meeting
- 3) November 16 Deadline for questions
- 4) November 29 Proposals due
- 5) December 14 Interviews completed
- 6) December 21 Consultant selected

It is anticipated that an advisory group will provide input and guidance to planning department staff and the project consultants for the duration of this phase of the Wayfinding Program and will also assist with the process to solicit additional public input. We have selected individuals that represent a variety of stakeholder groups in the City. The composition of the advisory group is as follows:

Organization	Representative
Chamber of Commerce	Valerie Rouchon, Tourism Manager
Strawbery Banke	Jonathan Brown, Visitor Services & Volunteer Coordinator
Discover Portsmouth	Maryellen Burke, Executive Director
Music Hall	Kathleen Soldati, Director of Marketing
Economic Development Commission	Joshua Cyr
Prescott Park Arts Festival	Ben Anderson, Executive Director
Pease Development Authority	Maria Stowell
Realtor	Jane James

The purpose of this initiative is to create a coordinated wayfinding system that incorporates site markers, signs, maps, and other audible or visual tools for guiding travelers on foot and vehicle to and within Portsmouth. As you know, numerous plans and studies developed for and by the City over the past decade have referenced the need for a wayfinding system. In addition, the business community, visitor sites, cultural organizations and tourism groups have all expressed a need for wayfinding that can both help visitors navigate efficiently, but also help raise visibility for and awareness of local attractions and businesses.

The Planning department will oversee this project. With the consultant's help, the planning process will:

- identify policies, criteria, and graphic conventions for wayfinding;
- coordinate with the City staff and seek input from a Wayfinding Advisory Group, as well as other stakeholders and institutions;
- consider wayfinding needs for all modes of travel including for motorized vehicles, bicyclists and pedestrians;
- identify ways that wayfinding can enhance and reflect the distinctive character of the City;
- anticipate the continued evolution of downtown and other areas, traffic pattern changes, addition of new destinations and increasing pedestrian and bicycle traffic.

It is our expectation that the plan will take approximately 6 to 8 months to complete once the consultant has been selected. The next phase will involve the fabrication and installation of the wayfinding signs with an anticipated time frame of another 6 to 8 months.

PEIRCE ISLAND COMMITTEE APPLICATIONS

TO BE CONSIDERED:

- Marc Stettner as a regular member

INFORMATIONAL:

- Lisa Louttit
- Renee Williams

PEIRCE ISLAND COMMITTEE		
Fernald, Francesca Marconi	1000 Maplewood Ave.	12/31/2013
Hubbard, Chris	139D South Street	12/31/2013
Kennedy, Esther, Council Rep.	41 Pickering Ave.	12/31/2013
Marison, Steven, Co-Chair	38 Pickering St.	12/31/2013
McVay, John	42 Hunking St.	12/31/2013
Philp, Stephen	39 Spring St.	12/31/2013
Pollard, Robert	294 Marcy St.	12/31/2013
Simon, John	21 Humphrey Court	12/31/2013
Smith, Richard, Co-Chair	93 High St. #1	12/31/2013
Whitehouse, Harold	58 Humphrey Ct.	12/31/2013
Vacancy		
Vacancy		

original sent down to city clerk



CITY OF PORTSMOUTH, N.H. BOARDS AND COMMISSIONS

[Handwritten mark]

received
10/12/12

APPOINTMENT APPLICATION

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

Committee: Pierce Island

Initial applicant

Name: Marc Stettner Telephone: 603-431-2577

Could you be contacted at work? YES/NO If so, telephone # 207-438-3989

Street address: 91 Fairview Ave

Mailing address (if different): _____

Email address (for clerk's office communication): IJF6COD@Mindspring.com

How long have you been a resident of Portsmouth? 12 yrs ~~_____~~

Occupational background:

Naval Architect (Shipyard)
3rd Mate US Merchant Marine

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

OVER

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

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

Reasons for wishing to serve: The island is a very good
Recreation area in the city and I wish
To preserve and improve the area.

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:
(Portsmouth references preferred)

1) Chet Zawacki, Port Jefferson NH 631-473-9415
Name, address, telephone number

2) Bob Nixon, Mason NH (603) 654-2285
Name, address, telephone number

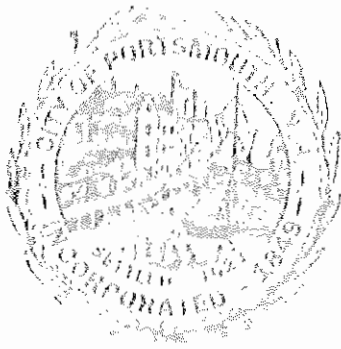
BY SUBMITTING THIS APPLICATION YOU UNDERSTAND THAT:

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

Signature: Mare Stettin Date: 10/12/12

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

Please submit application to the City Clerks Office, 1 Junkins Avenue, Portsmouth, NH 03801
6/27/2012



CITY OF PORTSMOUTH, N.H. BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

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

Committee: Peirce Park

MAY 4 2012
Initial applicant

Name: LISA LOUITTIT Telephone: 501-0278

Could you be contacted at work? YES/NO If so, telephone # 508-561-8169

Street address: 99 Hanover St. #303

Mailing address (if different): _____

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

How long have you been a resident of Portsmouth? 3 months

Occupational background:

Real Estate Sales 17 yrs.

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

I was elected to the Parks & Recreation Commission in
Medfield, MASS. Served 4 terms. (12 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

Reasons for wishing to serve: _____

Peirce Park is beautiful. I visit the dog park almost daily. I would like to contribute my time to my new City.

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) Pat Bertrand 427-2413
Name, address, telephone number

2) Tom Barron 501-0900 ~~Carol Heade~~
Name, address, telephone number

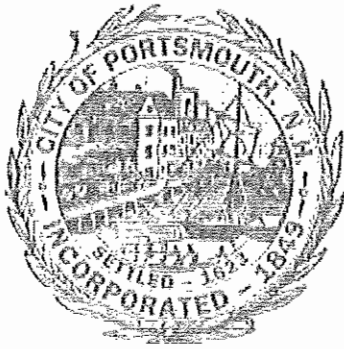
BY SUBMITTING THIS APPLICATION YOU UNDERSTAND THAT:

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Signature: Lisa Louttit Date: 5/4/12

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

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



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 4 2012

Committee: Recreation (or Pieree Island) Initial applicant

Name: Renee Williams Telephone: 603-285-2787

Could you be contacted at work? YES / NO If so, telephone # 603-433-0657

Street address: 25 Cabot Street Portsmouth

Mailing address (if different): _____

Email address (for clerk's office communication): renee-williams@comcast.net

How long have you been a resident of Portsmouth? 2 years

Occupational background:

Accountant Bachelor of Science
Bachelor of Arts
Master of Science

Currently I work as an auditor for the federal government

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

No experience A desire to be part of my community. I am smart, have common sense, and a strong commitment to our children and this city



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 NO

Reasons for wishing to serve: To give my passion for the kids in our community a place to be proud of

Most important project I would like is a skateboard park which is safe for our kids.

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

NH Society of Accountants

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

1) Kim Macaulay Union St 603-312-1544
Name, address, telephone number

2) Anne Landau Elm St 603-969-1223
Name, address, telephone number

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Signature: Beece Callahan Date: 3/2/12

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

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

ECONOMIC DEVELOPMENT COMMISSION APPLICATIONS

TO BE CONSIDERED:

- John Bosen as a Regular member
-

INFORMATIONAL:

- John Pratt

ECONOMIC DEVELOPMENT COMMISSION		
(Vacancy)	Allison, Tim	
Carmer, Nancy, Economic Dev. Ex-Officio City Manager, Ex-Officio	(Resignation Submitted)	10/1/2013
Cohen, Philip	11 Porpoise Way	10/1/2012
Cyr, Joshua	263 Hanover St.	10/1/2013
(Vacancy)	Destefano, Lisa	
Dwyer, M. Christine, Council Rep.	(Resignation Submitted)	10/1/2014
Eaton, Everett, Chair	600 Broad St.	12/31/2013
Gregg, Eric	155 Pinehurst Rd.	10/1/2014
Levenson, Dana	1 Harbour Place #5C	10/1/2014
Marchewka, Robert Mayor, Ex-Officio	6 Currier Cove	10/1/2013
Thorsen, Jack, Council Rep.	327 Sagamore Ave.	10/1/2012
Zolla, Ron	34 Hunking St.	12/31/2013
	1 Michael Succi Drive	10/1/2013

EL



CITY OF PORTSMOUTH, N.H. BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

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

Committee: Economic Development Initial applicant

Name: John K. Bosen Telephone: 205 5171

Could you be contacted at work? YES NO If so, telephone # 427 5500

Street address: 76 Sunset Rd Ports

Mailing address (if different): _____

Email address (for clerk's office communication): Jboseng@boselandassociates.com

How long have you been a resident of Portsmouth? Born in Ports, Graduated Ports high
moved back to town 12/2011

Occupational background:

Lawyer

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

I was chairman of the Chamber in 2000 and
worked with Commission in that capacity

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 be engaged
in serving the city in this capacity and hopefully
my local background and work experience will
be an asset to the commission

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

Portsmouth Chamber of Commerce
St. Nicholas Greek Orthodox Church
Service Dog Project
Seacoast Repertory Theater

Please list two character references not related to you or city staff members:
(Portsmouth references preferred)

- 1) Everett Eaton 155 Pinhurst Rd Portsmouth 430-3808
Name, address, telephone number
- 2) Ruth Griffin 479 Richards Ave Portsmouth 436-5272
Name, address, telephone number

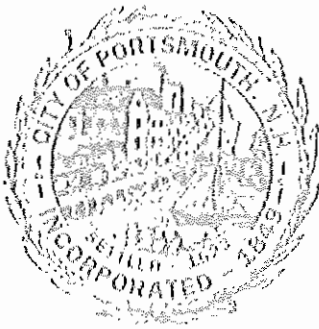
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5. Application will be kept on file for one year from date of receipt.

Signature: [Signature] Date: 9/24/12

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

Please submit application to the City Clerks Office, 1 Junkins Avenue, Portsmouth, NH 03801
6/27/2012



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.

JAN - 9 2012

Committee: Economic Development

Initial applicant

Name: John Pratt Telephone: 430-4458

Could you be contacted at work? YES NO If so, telephone # 430-4458

Street address: 520 F.W. Hartford Dr.

Mailing address (if different): _____

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

How long have you been a resident of Portsmouth? 3+ years

Occupational background:

39 years in banking

Served as President/CEO of two banks

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

Served as member + chairman of Kittery ZBA

Served as member of Coos Economic Development corp board

Significant business development background



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: _____

Interest in appropriate growth of local economy with long term vision

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

See attached

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

1) Greg Whalen 674-7800 NAI Norwood, 100 Market St., Portsmouth
Name, address, telephone number

2) George Bald 271-2629 State of NH DRED 172 Pembroke Rd
Name, address, telephone number PO Box #1856, Concord

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Signature:  Date: 1-9-12

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

LIBRARY BOARD OF TRUSTEES APPLICATIONS

TO BE CONSIDERED:

- Ernestine Greenslade – Regular Member

INFORMATIONAL:

- No other applications on file

LIBRARY TRUSTEES BOARD

Abelson, Elias	100 Eastwood Dr.	10/1/2013
Crist, John	1414 Islington St.	10/1/2014
Kressley, Kate Gill, Vice-Chair	123 Boyd Rd.	10/1/2013
Lessner, Grace	15 Hawthorne St.	10/1/2014
Olea, Mary, School Board Rep.	379 New Castle Ave.	12/31/2013
O'Leary, John	50 Nathaniel Dr.	10/1/2014
Record, Jody, Chair	162 Rockland St.	10/1/2012
Weaver, John	248 Peverly Hill Rd., Unit 1	10/1/2014
Vacancy		10/1/2012

received
9/13/11

September 10, 2011

Mayor Thomas G. Ferrini

Portsmouth City Hall

1 Jenkins Ave.

Portsmouth, NH 03801

Dear Mayor Ferrini,

I am submitting my resume and an application for the open position on the Library Board of Trustees. A resident of Portsmouth for the past 27 years, I am a frequent user of the library who greatly appreciates what it brings to our wonderful community and would welcome the opportunity to serve on the board.

If you have any questions after reading my application and my resume, please feel free to contact me on my cell phone, 603 438-8915.

Sincerely,



Ernestine (Ernie) Greenslade

20 T.J. Gamester Ave.

Portsmouth, NH 03801



CITY OF PORTSMOUTH, N.H. BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

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

Committee: Library Board of Trustees Initial applicant

Name: Ernestine Greenlade Telephone: 603 438 8915

Could you be contacted at work? YES NO If so, telephone # 978 556-3862

Street address: 20 T.J Gamester Ave.

Mailing address (if different): _____

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

How long have you been a resident of Portsmouth? 27 years

Occupational background:

public relations, higher education

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

I served on the Prescott Park Arts Festival board for six years so have experience serving on a board. Also, as part of my job, I attend all meetings of the Northern Essex Community College Board of Trustees and write a report for faculty and staff. Additionally, I should mention that I was a member of the committee that planned the library opening gala.

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've always loved libraries and Portsmouth has a library that we can be very proud of. With the growing popularity of e-readers and the exciting partnerships and programming that I've seen at the library in recent years, I feel this would be an ideal time to get more involved.

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

Prescott Park Arts Festival Advisory Board

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

- 1) Glicka Kaplan, 200 FW Hartford Dr. 603 431-5536
Name, address, telephone number
- 2) Valerie Fagin, 75 Gates St, 603 436-6655
Name, address, telephone number

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Signature: Ernestine Greenstone Date: 9/10/11

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

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

Ernestine Greenslade

20 T.J. Gamester Avenue, Portsmouth, NH 03801
603 438-8915 / egreenslade@comcast.net

PROFESSIONAL EXPERIENCE

Director of Public Relations, Northern Essex Community College
Haverhill and Lawrence, MA 1986 to present

- **Media Relations:** Responsible for all media relations including promotion of academic programs, the Corporate and Community Education Center, the creative arts series, and institutional advancement initiatives. Have extensive print, broadcast, and online media contacts throughout the Merrimack Valley, Southern New Hampshire and Boston
- **Social Media:** As part of the college's social media team, drafted a social media content plan for the college's Facebook and Twitter accounts and contribute social media content on a regular basis. Also created and manage the college's online newsroom (<http://departments.necc.mass.edu/newsroom/>)
- **Special Events:** Conceptualize, develop, and manage college special events, including goal setting, budget creation, and program development. Currently providing leadership for the college's 50th anniversary celebration, a year-long series of events designed to build awareness of the college among key audiences
- **Community Relations:** Partnering with the academic area of the college, launched a speakers bureau in 2009, featuring college faculty and staff who are willing to speak to nonprofit groups including schools, libraries, and senior citizens. Responsible for developing content for the speakers' bureau website and marketing and managing the program. In just two years, more than 50 speaking engagements have been scheduled (<http://www.necc.mass.edu/community-engagement/speakers-bureau/>)
- **Marketing:** Serve as a member of the college's marketing communications team, providing input on college's website, advertising, and branding

Marketing Consultant, Massachusetts Colleges Online

2004-2009

- On a freelance basis, developed statewide media campaigns, researched and placed advertising, and created content for an online newsletter for this consortium including MA state colleges and community colleges

Assistant Director of Public Affairs, New England Conservatory

Boston, MA 1983-1986

- Coordinated and promoted special events such as concert series, competitions, major appointments and the XIII International Viola Congress. Edited 12-page quarterly alumni publication, including layout and design. Responsible for recruitment advertising budget

COMMUNITY INVOLVEMENT AND AFFILIATIONS

- Advisory Board Member, Prescott Park Arts Festival, 2008 to present
- Board Member, Prescott Park Arts Festival, 2002 to 2008
Chaired annual fundraiser which raised \$18,000 for the organization and served as chair of the Nominating Committee
- Board Member, Portsmouth Education Partnership (PEP), 2000-2002
Worked with nine-member board to develop and fund after-school enrichment programs at Portsmouth's three elementary schools
- Member, Yankee Chapter, Public Relations Society of America (PRSA) and National Council of Marketing and Public Relations (NCMPR)

AWARDS

Paragon Award (First Place), Media Success Story, NCMPR

Third Place Award, College Video, National Council of Marketing and Public Relations (NCMPR)

EDUCATION

B.A. Mass Media/Management, Marietta College, Marietta, OH

Master's in Marketing, Southern New Hampshire University (anticipated date of graduation: May, 2012)

received
9/25/12



CITY OF PORTSMOUTH, N.H. BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

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

Committee: Planning Board Initial applicant

Name: Karina Quintans Telephone: 603 501 0280

Could you be contacted at work? YES NO If so, telephone # 603 501 0280

Street address: 51 McDunough St.

Mailing address (if different): _____

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

How long have you been a resident of Portsmouth? 5.5 years

Occupational background:

See attached resume

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

5 years involvement in Portsmouth as neighborhood coordinator working w/ the city to address traffic, safety, parking, crime prevention, development, zoning etc issues affecting Islington Creek Neighborhood. Served on

Mayor's BRC on Sustainable Practices. OVER

6/27/2012

Master's degree in international development

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: Homeowner/resident committed to maintaining quality of life and the beauty and character, as well as strong sense of community in this great city. Track record of success in working with the city.

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

Islington Creek Neighborhood Association
Zero Waste Portsmouth

Please list two character references not related to you or city staff members:
(Portsmouth references preferred)

1) Kendra Ford, 603, 431 6675, 30 Pine St
Name, address, telephone number

2) Julie Ross, 1167 South St., 603 205 0758
Name, address, telephone number

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Signature: [Signature] Date: 9/25/2012

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

EXPERIENCE SUMMARY

- **Leadership/Governance:** 4 years experience as community leader performing advocacy (crime prevention, safety, infrastructure improvements, sustainability) and developing/ implementing zero waste practices
- **Project Development/ Management:** 12+ years experience including the development of project plans, estimates, and schedules; coordinating and directing up to 10-person multi-disciplinary teams; and consistently delivering projects exceeding client expectations; 10+ years budget management experience including experience overseeing operational budgets valued at over \$60M
- **Proposals:** 7+ years experience developing federal/DoD ID/IQ proposals, maintaining >75% win rate, and achieved a 100% win rate over 5 years for a single 8(a)/SB client on contracts totaling over \$13B in capacity; wrote grant proposals securing approx. \$3M for non-profits
- **International/ Rural Development:** 5+ years experience providing technical, analytical, editorial support to international and rural development research projects; developed basic databases to capture and analyze research data; reviewed, co-authored and edited final research reports
- **Networking/Relationship Building:** developed and maintain relationships across the City of Portsmouth (City Manager, City Council; Chief of Police, Director of Public Works; Assistant Superintendent of Schools); built partnerships with non profits, schools, businesses and govt to run 3 successful campaigns in the last 4 yrs; >20 years experience working with Program Directors and Executive Directors of various organizations/companies

LEADERSHIP/GOVERNANCE

Director, Islington Creek Neighborhood Association ('08-Present): 4+ years experience representing 400+ households; advocating for improved crime prevention, safety, and street improvements. Hold community outreach meetings with various city department heads, and annual community events including National Night Out. Attend/speak at City Council meetings. Maintain relationships with the Mayor, City Council, the City Manager, Director of Public Works and the Chief of Police.

- *Secured \$2M budget approval for street improvements*
- *Collaborated with the City for the development of new ordinances in support of increased safety within the neighborhood*

Director, Zero Waste Portsmouth ('09-Present): 3 years experience as a community leader advocating for zero waste practices across the city of Portsmouth working with local government, non profits and businesses.

- *Partnered with the City of Portsmouth to implement the first public recycling program in 2011 through a grassroots, collaborative, public art project*
- *Developed and implemented zero waste programs for multiple organizations across the City of Portsmouth including the Farmer's Market, Share Your Strength Seacoast, SASS*

PROJECT DEVELOPMENT/MANAGEMENT

Zero Waste Portsmouth, Portsmouth, NH ('09-'11): Led the development and implementation of a grassroots, collaborative, public art project in support of the first downtown public recycling project. Developed project plans/proposals, schedule and budget. Developed and managed partnerships with local government, local schools and businesses. Supported 8-person team during the performance of advocacy and fundraising of over \$20K. Delivered two presentations to the City Council to successfully procure project approvals. Commended by multiple stakeholders/partners:

I want to again congratulate you on a job well done. Your persistence was key to the success of this project. ~John Bohenko, City Manager, Portsmouth, NH

I wanted to congratulate you and your associates on the successful project. People like you make this City unique and proactive and make me proud to work here. ~Nancy M. Carner, City of Portsmouth Economic Development Program Manager, Portsmouth, NH

Tyco Telecommunications, Inc, NH ('07-'09): Coordinated the acquisition of environmental permits for three multi-million dollar undersea fiber optic cable projects located in the Middle East, Eastern Europe, and the U.S. Participated in weekly conference calls with permitting teams connecting up to 25 participants in multiple worldwide locations. Tracked/monitored permit acquisition using MS Project and MS Excel. Developed cost estimates for the acquisition of operational permits. Developed and implemented RFP process for the procurement of subcontractors.

Arab American Anti-Discrimination Committee of MA, Boston, MA ('03-'04): Planned and implemented two Faces of Iraq exhibitions including opening receptions, school programs, and speaker series (est. 1000 attendees). Developed/tracked project budget, work plan and schedule. Prepared grant proposals to secure funding. Directed 8-person implementation team plus 10 event volunteers. Authored press releases and print media. Managed public relations and procured project sponsors.

FOREIGN LANGUAGE

- Spanish language proficiency

INDUSTRY EXPERIENCE

- International development, Civic engagement, AE design, construction, environmental remediation and construction, environmental permitting (natural gas pipelines, undersea fiber optic cables), energy generation, transmission and distribution

COUNTRY EXPERIENCE

- >3 months: Costa Rica, Chile, Indonesia, India, Philippines
- Short term: China, Mongolia, Peru, Afghanistan
- Managed projects in the MENA region and Eastern Europe
- Lived in Saudi Arabia, Venezuela, Italy

EDUCATION

- M.A. International Development, Ohio University
- B.S. Finance, Babson College

AWARDS / OTHER:

- Mayor's Award, Recognition of Service, City of Portsmouth, NH, 2011
- Management Team/Steering Committee, Sustainable Portsmouth ('08-'09)
- Committee Member, Mayor's Blue Ribbon Committee on Sustainable Practices ('08-'09)
- Academic Achievement Award, 1996; Extraordinary Contribution to the Development Studies Program Award, 1995 and 1997
- President of the Development Studies Student Organization; Graduate Student Senate, International Student Union Representative: Ohio University
- Interests: traveling, running, tennis, photography

Director/Co-founder, World Bamboo Organization ('03- '05): Co-led the development of a 501e6 international networking and advocacy organization focused on the planning of the 7th World Bamboo Congress, New Delhi, India, (est. 700 international attendees).

PPL Global, U.S and Chile ('99 - '02): Managed the implementation of a new financial reporting system including development of chart of accounts, data conversion/migration, system testing. Performed problem solving to address system conversion issues. Developed/monitored annual budgets. Provided monthly budget variance reports to Asset Directors through the first year following implementation to ensure seamless execution of related processes and procedures.

- Commended by James S. Potter, Executive Director of Northeast Business Development: *"Thanks so much for the support you provided during the integration of the Penobscot Hydro assets. Your organizational and analytical skills were critical to ensuring a successful transition."*

PROPOSALS

Entrega+ LLC ('05-Present): Develop/write sections for federal/DoD ID/IQ and commercial proposals including project descriptions, resumes, management/ technical approach, quality/safety, SB participation plans.

- Earned commendations from multiple clients:

"... Karina is consistent, reliable, and thorough in executing and developing our proposals, has excellent organizational skills, and is well received by all of the Charter folks... She has no doubt been a key player in helping us to win contracts with a total capacity of over \$13B in the 5 years that we've worked with her." -Tim Cady, Federal Programs Manager, Charter Environmental, Inc.

"I didn't emphasize enough how much I appreciated your efforts. Your dedication combined with your proficiency is a powerful combination. I'm very impressed." Bruce Campbell, Vice President and General Manager, Weston Solutions, Inc.

"The project turned out great, the outcome was better than I had hoped, you really did a great job... the final product would not have gotten done without your leadership." Matthew Lilly, Former V.P. Danaher Controls

Council on International Educational Exchange, Portland, ME (7/07 - Present): Develop grant proposals submitted to the US Department of Education for Chinese and Arabic language study abroad scholarship programs (\$400K awarded in 2008; \$750K submitted April 2012).

INTERNATIONAL/RURAL DEVELOPMENT EXPERIENCE

International Network for Bamboo and Rattan, Beijing, China, (3/98 - 3/00): Supported executive management during transition to international organization. Developed Annual Plan of Work and Budget, organizational structure, strategic plans, and review of grant proposals.

- Wrote grant proposal to obtain US\$2.4M (awarded) of program funding from the Directorate General for Int'l Cooperation (Netherlands)

InHand Abra Foundation, Manila, Philippines, (2/99 - 3/00): Wrote \$17K grant proposal (awarded) for socio-economic research project identifying barriers to improved performance of microenterprises as part of a sustainable development project; analyzed project survey data/research results and co-

PUBLICATIONS

- *Ancient Grass, Future Natural Resource: The National Bamboo Project of Costa Rica: A Case Study of the Role of Bamboo in International Development.* 1998. Beijing/New Delhi: INBAR.
- *Bamboo in Abra: An Investigation of the Production to Consumption System.* 2000. Beijing: INBAR

VOLUNTEER FUNDRAISING

- **Sexual Assault Support Services, 2010.** Completed half marathon to raise money for sexual assault educational programs (team raised >\$8,000).
- **Pennies for Peace, 2009.** Mobilized 21 local businesses, 3 schools, and 10 individuals to collect loose coins over 6 weeks, raising \$4,100 to support children's education in Pakistan and Afghanistan.
- **Share Our Strength, 2009.** Raised \$1,500 through a 5-day fast in support of child hunger reduction programs.
- **Arthritis Foundation, 2002.** Raised \$4000 for completing a one day, 14-mile hike into and out of the Grand Canyon to support arthritis research.

wrote final published case study -- *Bamboo in Abra: An Investigation of the Production to Consumption System.* 2000. Beijing: INBAR.

Biodiversity Conservation Network, Jakarta, Indonesia (6/97 - 12/97):

Supported USAID-funded research project to assess the viability of community-based micro-enterprises; developed project profile sheets; wrote project status reports; assisted in the preparation of USAID reports. Conducted site visits.

Rural Action, Inc., Trimble, OH (9/96 - 5/97): Developed database to capture the results of a survey of Athens County farmers and agriculturalists to support the analysis of economic development priorities in Athens County, which resulted in the successful implementation of a sustainable agriculture project still active today.

OTHER EXPERIENCE

Merck Family Fund, Milton, MA (6/03 - 4/04): Managed bookkeeping, financial analysis/reporting, AP/AR, bank reconciliations, office and subcontractor management for a family foundation focused on restoring/protecting the environment and strengthening the urban community. Administered biannual grant process for approx. 100 grantees.

Consultant, Campus Compact, MA ('01 - '08). Provided technical support for a non-profit dedicated to developing the civic skills of students, building community partnerships, and integrating civic engagement with teaching and research.

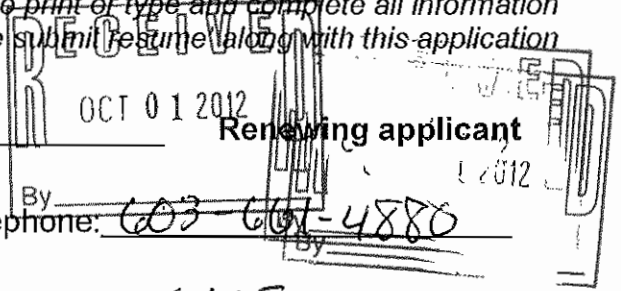
- Commended by Karen Chisholm, Director, MACC AmeriCorps*VISTA Program: "In our hectic, under-resourced non-profit environment, we can use only the most efficient, independent, flexible and professional project consultants. You are the best by our standards, and we're always grateful for your contributions..."



CITY OF PORTSMOUTH, N.H.
BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

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



Committee: ECONOMIC DEVELOPMENT

Name: ROBERT MARCHEWKA

Telephone: 603-661-4880

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

Street address: 327 SAGAMORE AVE

Mailing address (if different): _____

Email address (for clerk's office communication): BOB@ONECOMMERCIALREALESTATE.COM

How long have you been a resident of Portsmouth? 30 YEARS

Occupational background:

COMMERCIAL REAL ESTATE

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

Reasons for wishing to continue serving: I ENJOY SERVING MY CITY
AND FEEL MY BACKGROUND OFFERS VALUABLE
INSIGHT AND KNOWLEDGE TO THE BOARD

OVER
➔

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

COMMERCIAL INVESTMENT BOARD OF REACTORS

WARWICK CLUB

Please list two character references not related to you or city staff members:
(Portsmouth references preferred)

1) RENEE RIEDEL, ONE HARBOR PLACE, 436-8686
Name, address, telephone number

2) BOB SHAINES, 282 CORPORATE DR, 436-3110
Name, address, telephone number

BY SUBMITTING THIS APPLICATION YOU UNDERSTAND THAT:

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

Signature: Robert Marchion Date: 9/27/12

CITY CLERK INFORMATION ONLY:

New Term Expiration Date: 10/1/2016

Annual Number of Meetings: 11 Number of Meetings Absent: 0
(2011)

Date of Original Appointment: 3/15/2010

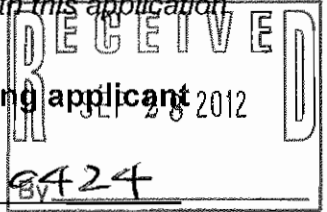
Please submit application to: City Clerk's Office, 1 Junkins Avenue, Portsmouth, NH 03801



CITY OF PORTSMOUTH, N.H.
BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

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



Committee: HOUSING ENDOWMENT FUND

Renewing applicant

Name: JEFFREY MOUNTJOY

Telephone: 603.766.8424

Could you be contacted at work? YES/NO - If so, telephone # 766-0424

Street address: 62 ORCHARD STREET

Mailing address (if different):

Email address (for clerk's office communication): JEFF@OLDEPORTPROPERTIES.COM

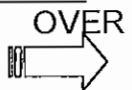
How long have you been a resident of Portsmouth? 15 YRS

Occupational background:

OWNER/REALTOR - OLDE PORT PROPERTIES
26 CONGRESS ST
PORTSMOUTH.

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

Reasons for wishing to continue serving:
PROMOTE HOME OWNERSHIP ACROSS PORTSMOUTH
AND ADVOCATE FOR FIRST TIME HOME BUYERS



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

TRUSTEE BOARD MEMBER - THE MUSIC HALL

Please list two character references not related to you or city staff members:
(Portsmouth references preferred)

1) GEORGE CARLISLE 26 CONGRESS ST 766-0424
Name, address, telephone number
2) WAYNE SEMPRINI 26 CONGRESS ST 766-0424
Name, address, telephone number

BY SUBMITTING THIS APPLICATION YOU UNDERSTAND THAT:

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

Signature: [Handwritten Signature] Date: 9/26/12

CITY CLERK INFORMATION ONLY:

New Term Expiration Date: 06/01/2015
Annual Number of Meetings: 1 (2011) Number of Meetings Absent: 0
Date of Original Appointment: 3/17/2003

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

Resignation

XII. B. 3.

received
10/29/12

October 22, 2012

Honorable Mayor Eric Spear
City of Portsmouth
1 Junkins Avenue
Portsmouth, NH 03801

Dear Mayor Spear,

As a follow up to our conversation a few weeks back, I am writing to formally provide notice of my resignation from the Economic Development Commission. I'll plan to attend the next two meetings and make the December meeting my final one.

I have enjoyed all aspects of my experience as a Commissioner, most notably the chance to work with a dedicated group of people, including a great city staff and fellow members of the EDC. This decision to resign will provide me some needed balance in light of increased work travel and recently made commitments to serve on local non-profits boards.

Thank you and all the members of the City Council for allowing me this opportunity. I'll look forward to new ways to serve our great city in the future.

Sincerely,



Tim Allison

Cc: John Bohenko, City Manager
Everett Eaton, Chair, Economic Development Commission

Resignation

XII. B. 3.

November 5, 2012

Honorable Mayor Eric Spear
City of Portsmouth
One Junkins Avenue
Portsmouth, NH 03801

Re: EDC Resignation

Dear Mayor Spear:

It is with sadness that I have to inform you of my resignation from the Economic Development Commission of the City of Portsmouth. I have been asked to teach architecture this spring at a Boston university and have a conflict with the Friday meetings. I have really enjoyed my time with the EDC and feel I was able to serve the community for a number of years while we worked on a number of great initiatives. I will continue to support you all and if you or committees ever need another set of eyes, I hope you reach out.

Regards,

A handwritten signature in black ink, appearing to read "Lisa DeStefano" followed by a stylized flourish and the letters "AIA".

Lisa DeStefano, AIA

Valerie A. French

XII. B. 3.

From: Kelli L. Barnaby
Sent: Friday, October 19, 2012 8:36 AM
To: Valerie A. French
Subject: FW: Resignation of Planning Board appointment

Kelli L. Barnaby, CMC/CNHMC
City Clerk
1 Junkins Avenue
Portsmouth, NH 03801
Telephone: (603) 610-7207
Fax: (603) 427-1579
Website: Cityofportsmouth.com

-----Original Message-----

From: Eric Spear [<mailto:ericsspearportsmouth@gmail.com>]
Sent: Thursday, October 18, 2012 10:50 AM
To: Kelli L. Barnaby
Cc: John P. Bohenko
Subject: FW: Resignation of Planning Board appointment

Please add this to the Nov 13 city council agenda.
Thanks.

-----Original Message-----

From: Brian Groth [<mailto:briangroth@gmail.com>]
Sent: Wednesday, October 17, 2012 2:58 PM
To: Copy Sent to City Email Folder; Eric Spear
Subject: Resignation of Planning Board appointment

Below is the result of your feedback form. It was submitted by Brian Groth (briangroth@gmail.com) on Wednesday, October 17, 2012 at 13:57:36

address: 40 Dover St

comments: Dear Mayor Spears,

I hereby respectfully resign my appointment as Alternate to the Portsmouth Planning Board. As a professional planner, I have encountered an employment situation that precludes my active participation with the Board.

It was an honor to serve the City, and to work with the distinguished individuals that comprise the Board. I believe the City's future development is under good hands with our current leadership.

Please let me know if I can be of further assistance.

Regards,
Brian Groth
40 Dover Street

**CITY OF PORTSMOUTH
PORTSMOUTH, NH 03801**

DATE: October 29, 2012

TO: Honorable Mayor Eric Spear & City Council Members

FROM: Robert A. Lister, Assistant Mayor
Kenneth E. Smith, Councilor

SUBJECT: Report Back on City of Portsmouth Support for the USS Thresher Memorial in Kittery, Maine

On Wednesday, October 24, 2012, we met with Donald Kerr, an advocate on behalf of the Thresher Memorial Project in Kittery, ME.

The USS Thresher (SSN 593) was a submarine lost in the Gulf of Maine on April 10th, 1963 during a post-overhaul test, and 129 men (16 officers, 96 enlisted men and 17 civilian technicians) lost their lives in this tragedy. Two brave sailors, Peter Joseph DiBella and Donald Emery Nault, were born in Portsmouth. Others lived in Portsmouth while serving on the Thresher and many still have surviving family members living in the area.

In 2011, surviving crew, relatives, veterans and private citizens founded the Thresher Memorial Project. There are plans to feature a 129-foot flagpole rising from a black granite base surrounded by landscaping ornamentation at Kittery Memorial Circle. A dedication ceremony will take place on April 7th, 2013 on the 50th anniversary of the loss of the Thresher. For more information, a brochure has been attached to this memorandum.

We are recommending that the City Council adopt the attached resolution at the November 13, 2012 City Council meeting. We further recommend that the City Council donate \$1,000.00 to the Thresher Memorial project from the City's contingency fund.

RL/KS/acc

c. John P. Bohenko, City Manager

IN THE YEAR OF OUR LORD
TWO THOUSAND AND TWELVE
PORTSMOUTH, NEW HAMPSHIRE

RESOLUTION # xx-2012

A RESOLUTION SUPPORTING THE INITIATIVE TO BUILD A PERMANENT MEMORIAL IN KITTERY, MAINE, TO THE 129 MEN (16 OFFICERS, 96 ENLISTED MEN AND 17 CIVILIAN TECHNICIANS) LOST ABOARD THE USS THRESHER (SSN 593) ON APRIL 10, 1963.

**RESOLVED: BY THE CITY COUNCIL OF THE CITY OF PORTSMOUTH, NH,
ASSEMBLED AS FOLLOWS:**

THAT, the City Council endorses the initiative to build a memorial at the US Route 1 Traffic Circle in Kittery, Maine, to the 129 sailors and civilians who perished aboard the USS Thresher (SSN 593), some of whom were Portsmouth residents, during a post-overhaul test dive off the New England coast in the worst submarine disaster in American history;

THAT, the City Council supports the plan to erect a 129-foot flagpole in the center of the Memorial Circle to symbolize the loss of these 129 lives, with this stately tribute to the Thresher built and home-ported at the Portsmouth Naval Shipyard showcased by top-mounted lights 24 hours a day;

THAT, the City Council also urges Portsmouth businesses, organizations and private citizens to provide support and assistance as feasible and necessary to ensure the completion of this memorial by April 10, 2013, to commemorate the 50th anniversary of this tragedy that greatly affected our Seacoast area, including Portsmouth and its residents; and

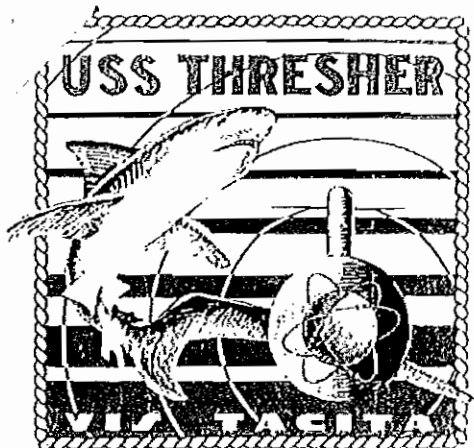
THAT, this resolution shall take effect upon its passage.

APPROVED:

ERIC SPEAR, MAYOR

ADOPTED BY THE CITY COUNCIL:
NOVEMBER 13, 2012

KELLI L. BARNABY, CMC
CITY CLERK



USS Thresher Memorial

Thresher Memorial Project Group
 P.O. Box 321
 Kittery, ME 03904

Telephone: 207-712-6333
 E-mail: tmpg2013@gmail.com
 Web: <http://threshermemorialkittery.sharepoint.com>

Under the auspices of:
 Kittery Maine Improvement Foundation

*50th Memorial Dedication — Memorial Circle, Kittery Maine
 April 07, 2013*

*USS Thresher Memorial
 Project Group*

Honorary Group Members
 John Riemanschneider
Crewmember
 Tim Noonis
Thresher Family

Thresher Base SubVets
 Kevin Galeaz

Documentary Producer
 Beth Carroll

Kittery Group Members
 D. Allan Kerr
 Capt William McDonough
 John Carson
 Kenneth Lemont
 Keith Lemont
 Norm Leon
 David Kelly
 Jeffery Pelkey
 Robert T. Markel
 Gerald R. Mylroie

Liaison to Town Council
 Gary Beers

September 19, 2012

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

re: Memorial Project Support

Dear Mr. Bohenko,

Built and homeported at Portsmouth Naval Shipyard, USS THRESHER (SSN 593), was lost in the Gulf of Maine during a post-overhaul test dive on April 10th 1963, along with the 129 gallant crew, officers, and civilian employees from the Shipyard and elsewhere. Those lost were all residents in our towns. They were neighbors, friends, with family in our schools.

With endorsement from the Town of Kittery, a group of local citizens and civic leaders are conducting a project to enplace a 129' flagpole and monument in Kittery's Memorial Circle on Sunday, April 7th, 2013, as a permanent memorial. Details are found on our website noted above.

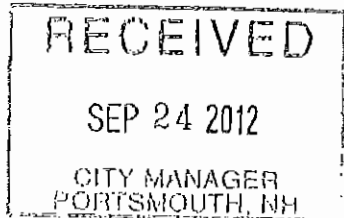
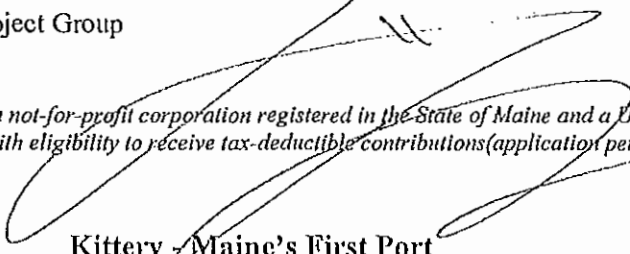
Contributions are more than welcome, but mostly we seek your endorsement and assistance in getting the word out in your Town/City. I respectfully request of your municipal officers a public expression of support for the project. And if it be consistent with your policies, a link on your website to the project's, would be most appreciated.

For any questions, or more detail, feel free to contact us at one the above listed addresses.

With sincere gratitude,

D. Allan Kerr
 Thresher Memorial Project Group

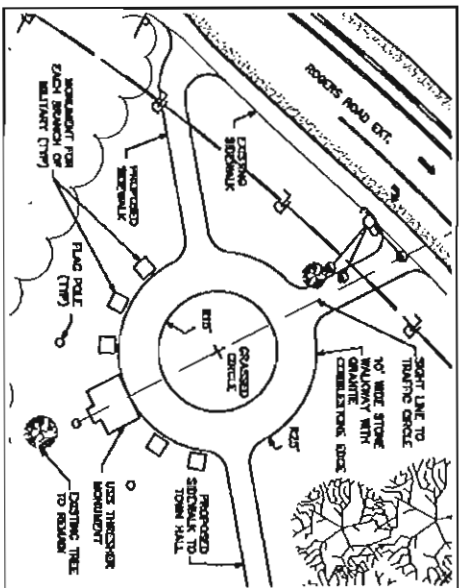
Kittery Maine Improvement Foundation is a not-for-profit corporation registered in the State of Maine and a US Internal Revenue Service 501(c) 3 corporation with eligibility to receive tax-deductible contributions(application pending).



USS Thresher (SSN 593)

Planned Memorial

50th Anniversary – April 2013



USS THRESHER MEMORIAL DETAIL
(SCALE 1"=20')

DRAFT CIRCLE of HONOR

Thresher Base
United State Submarine Veterans
see www.thresherbase.org

Kittery Maine Improvement Foundation

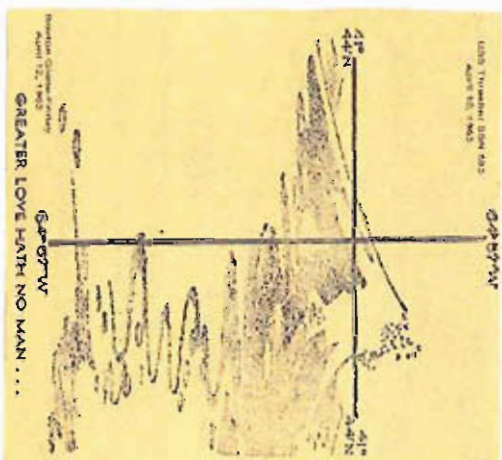
Directors
Judith Spiller
George Dow
Robert T. Markel
Duncan A. McEachern, Esquire
Gerald R. Mykrole, AICP

Post Office Box 360
10 Walker Street
Kittery Maine 03904 USA
207-712-6333

Kittery Maine Improvement Foundation is a not-for-profit corporation registered in the State of Maine and a US Internal Revenue Service 501(c) 3 corporation with eligibility to receive tax-deductible contributions(application pending).

Forever on Patrol Never to be Forgotten

50th Memorial – April 2013



USS Thresher Memorial Project Group

Post Office Box 321
200 Rogers Road
Kittery, Maine 03904 USA
1-207-712-6333

<http://threshermemorialkittery.sharepoint.com>

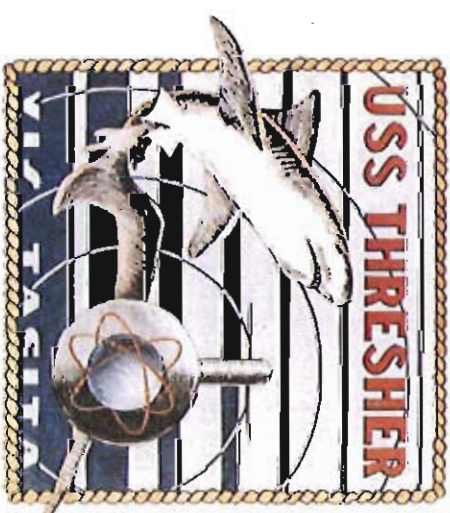
tmpg2013@gmail.com

USS Thresher Memorial Kittery, Maine

50th Anniversary Dedication

Memorial Circle, Kittery

07 April 2013



Thresher Memorial Project Group

and the

Kittery Maine
Improvement Foundation

USS Thresher Memorial Project 50th Commemoration

The USS THRESHER (SSN-593) was the Navy's most advanced nuclear-powered fast-attack submarine and the first of its class when launched at Portsmouth Naval Shipyard in Kittery, Maine, in July 1960.

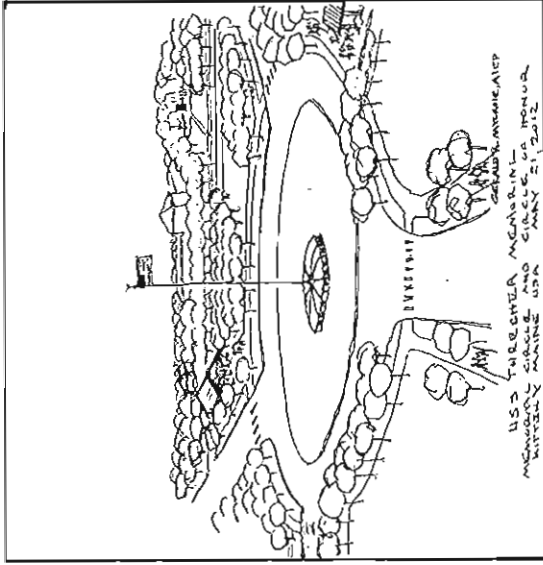
On April 10th 1963, THRESHER was lost in the Gulf of Maine during a post-overhaul test dive along with the 129 gallant crew, officers and civilian employees from the Shipyard and elsewhere. This tragic loss led directly to significant changes in the Navy's submarine safety programs that have kept the nation's submariners safe ever since. The men of THRESHER are true American heroes whose sacrifice we honor.

Plans are well underway to dedicate a memorial to those lost in the worst submarine disaster in U.S. history with over \$54,000 cash and in-kind commitments raised toward the \$72,000 cost.

The USS Thresher Memorial will feature a 129-foot flagpole at Kittery Memorial Circle, showcased by top-mounted lights 24 hours a day. It will rise from a rounded black granite base surrounded by landscaping ornamentation for a stately tribute, powerful in its simplicity.

The flagpole height will serve as a permanent reminder of the 129 men who perished that morning, ensuring they will never be forgotten in the town where THRESHER was built and homeported.

Your participation is vital to this effort. We invite you to contribute to this worthy cause, and to attend the dedication ceremony planned for the 50th anniversary of THRESHER's loss on April 07, 2013. All contributions are fully tax deductible.



Planned Thresher Memorial Concept Flagpole

The THRESHER Memorial Project Group was founded in 2011 and is comprised of local civic leaders, THRESHER family members, submarine veterans, residents and other private citizens.

We work with the Kittery Maine Improvement Foundation to:

- Raise and maintain public awareness of those lost with THRESHER and their ultimate sacrifice.
- Provide a focal point for Memorial Day and other remembrance ceremonies.

The THRESHER Memorial Project Group is coordinating its efforts with the THRESHER Base of the United States Submarine Veterans Inc. to ensure the submarine veteran community and Thresher family are involved with all planning efforts.

Thresher Memorial Project Participants

(To Be Invited) Honorary Chairs / Dignitaries
Vice President of the United States

Maine & New Hampshire
Congressional Delegation & Governors

US Navy
Chief of Naval Operations

Honorary Group Members
John Riemenschneider
Tim Noonis

Group Members
D. Allan Kerr

Capt William McDonough

John Carson
Kenneth Lemont

Keith Lemont
Norm Leon

David Kelly
Jeffery Pelkey

Robert T. Markel
Gerald R. Myriole

Kevin Galeaz
Beth Carroll
Gary Beers

Crewmember
Thresher Family

Kittery Maine
Kittery Maine

Kittery Maine
Kittery Maine

Kittery Maine
Kittery Maine

Kittery Maine
Kittery Maine

Kittery Maine
Kittery Maine

Kittery Maine
Kittery Maine

Thresher Base US SubVets
Documentary Producer
Liaison to Town Council

USS THRESHER MEMORIAL SPONSORS



Silver Anchor Donator - \$125
Gold Anchor Donator - \$250

Circle of Honor / Corporate Commemorative
\$500 - \$5,000+

Donations (MAY BE ANONYMOUS) welcome
in any amount, payable to:

“Thresher Memorial Project”
P.O. Box 321, Kittery, ME 03904

DONATIONS & MEMORABILIA
<http://threshermemorialkittery.sharepoint.com>

or send information request to
timp2013@gmail.com

ACTION SHEET

PARKING and TRAFFIC SAFETY COMMITTEE

Councilor Ken Smith, Chairman

To: City Council Meeting of November 13, 2012

Re: Parking and Traffic Safety Committee Meeting held October 11, 2012

ACTIONS:

- [1] Accepted and placed on file the minutes of the Parking and Traffic Safety Committee Work Session Meeting held August 9, 2012.
- [2] Accepted and placed on file the Financial Report.
- [3] **Bow Street Loading Zone Hours** – DPW Item – **MOTION** made by Public Works Director Parkinson to recommend an ordinance change to the truck loading zone in front of Martingale Wharf to include Sunday morning hours from 6:00 a.m. to noon, seconded by Police Lt. Warchol. **Motion passed.**
- [4] **Loading Zone Signage and Lines for Haven Court** – DPW Item – **MOTION** made by Mr. Whitehouse to change the signage and lines to reflect the 24 hour loading zone currently in place, seconded by Mr. Cypher. **Motion passed.**
- [5] **“No Right Turn” sign at St. John’s Church** – DPW Item – **MOTION** made by Mr. Gray to install a “No Right Turn” sign as requested, seconded by Ms. Donnermeyer. **Motion passed.**
- [6] **Bicycle Rack Ordinance Change** – Public Complaint – **MOTION** made by Public Works Director Parkinson to refer the issue to the City Attorney to explore what other communities may have for ordinances regarding time limits and enforcement of bicycle racks and to the Planning Department for input, seconded by Deputy City Manager Allen. **Motion passed.**
- [7] **Vaughan Street/Raynes Avenue Parking Markup** – DPW Item – **MOTION** made by Mr. Whitehouse to approve the request to install the parking and no parking lines as requested in accordance with current ordinances, seconded by Public Works Director Parkinson. **Motion passed.**
- [8] **Proposed Downtown Employee Permit Parking** – DPW Item – Public Works Director Parkinson informed the committee of some efforts to partner with other downtown entities to provide employee parking in the winter i.e., The Isles of Shoals Steamship Company parking lot, but as it is State-owned land, it will have to go to the PDA for approval. **This was informational only and No Committee action required at this time.**

- [9] **Report Back RE: City Street Speed Study by RSG, Inc.** – DPW Item– **MOTION** made Public Works Director Parkinson to refer to the City Council for ordinance changes as recommended in the report, seconded by Mr. Gray. **Motion passed**, with Mr. Whitehouse voting opposed.
- [10] **Report Back RE: Atlantic Valet Bow Street Operation - DPW Item -** **MOTION** made by Mr. Gray to increase the parking spaces from 2 – 3 for the Atlantic Valet Bow Street Operation, seconded by Mr. Whitehouse. **Motion passed.**
- [11] **Referral from City Council RE: Elks Club Request to Modify Intersection of High School Cross Country Trail and Club Access Road** - **MOTION** made by Fire Chief LeClaire to refer to the Department of Public Works, The School Athletic Director and Environmental Planner Britz, to work with the Elks Club for modification of the Trail, seconded by Deputy City Manager Allen. **Motion passed.**
- [12] **Surplus Single-space Parking Meters – DPW Informational Item** - Public Works Director Parkinson informed the Committee that the surplus parking meters will be disposed of according to City policy with the revenue to be returned to the Parking Fund. **No committee action required.**
- [13] **Parking Garage coupons during Snow Emergencies – (Not on Agenda)** **MOTION** made by Mr. Gray to approve the issuance of Parking Garage coupons for use during snow emergencies, seconded by Deputy City Manager Allen. **Motion passed.**
- [14] **Holiday Free Parking - (Not on Agenda)** - **MOTION** made by Deputy City Manager Allen to implement the annual Holiday Free Parking for the period of December 14, 2012 through January 2, 2013, seconded by Mr. Cypher. **Motion passed** with Chairman Smith abstaining.
- [15] **Reaffirmation of Parking and Traffic Safety Committee actions voted 02/16/12, 03/08/12, 04/12/12, 05/10/12, 06/14/12 and 07/12/12 - (Not on Agenda)** - **MOTION** made by Mr. Gray to reaffirm all decisions and votes taken by the Parking and Traffic Safety Committee as requested by the Legal Department as full citizen membership is now established as required by ordinance, seconded by Mr. Cypher. **Motion passed** with Deputy City Manager Allen and Member Donnermeyer abstaining.

MINUTES
PARKING AND TRAFFIC SAFETY COMMITTEE MEETING

8:00 A.M. – Thursday, October 11, 2012
City Hall – Eileen Dondero Foley Council Chambers

I. CALL TO ORDER:

Chairman Ken Smith called the meeting to order at 8:00 a.m.

II. ROLL CALL:

Members Present:

Councilor Ken Smith, Chair
Dave Allen, Deputy City Manager
Steve Parkinson, Public Works Director
Chris LeClaire, Fire Chief
Frank Warchol, Police Dept. Representative
Ron Cypher, Member
Shari Donnermeyer, Member
Ted Gray, Member
Harold Whitehouse, Member

Staff Advisor: Tom Cocchiaro, Parking Operations Supervisor

III. ACCEPTANCE OF THE MINUTES:

Mr. Gray moved to accept the minutes of the August 9, 2012 work session meeting as presented. Seconded by Mr. Cypher and voted. Deputy City Manager Allen and Member Shari Donnermeyer abstained.

IV. FINANCIAL REPORT:

The Financial Report was reviewed and placed on file.

V. NEW BUSINESS:

A. Bow Street Loading Zone Hours – DPW Item

Parking Operations Supervisor Cocchiaro explained that the ordinance currently in place regarding the loading zone is for Monday through Saturdays only but Restaurants also receive deliveries on Sundays and it has become a problem.

Discussion ensued regarding the appropriate hours to set for the loading zone on Sunday and it was determined that this was the only request at this time and the ordinances can be changed as deemed necessary.

Public Works Director Parkinson moved to recommend an ordinance change to the truck loading zone in front of Martingale Wharf on Bow Street to include Sunday morning hours from 6:00 a.m. to noon, seconded by Police Lt. Warchol. Motion passed.

B. Loading Zone Signage and Lines for Haven Court – DPW Item

Parking Operations Supervisor Cocchiaro explained that this request came from the parking enforcement people because there is a 24 hour loading zone in place but the signs and lines do not reflect this zone.

Mr. Whitehouse moved to change the signage and lines to reflect the 24 hour loading zone as outlined in the ordinance, seconded by Mr. Cypher. Motion passed.

C. “No Right Turn” sign at St. John’s Church – DPW Item

Parking Operations Supervisor Cocchiaro explained that it is problematic turning onto Daniel Street where it is a one-way street and feels that signage is needed to stop the confusion.

Mr. Gray moved to install a “No Right Turn” sign as requested, seconded by Ms. Donnermeyer. Motion passed.

D. Bicycle Rack Ordinance Change – Public Complaint

Parking Operations Supervisor Cocchiaro explained that this is a request of the Temple Israel due to bicycles being left indefinitely in the racks in front of their facility. He stated there is currently no ordinance in place regulating bicycle racks and time limits etc.

Public Works Director Parkinson stated that the Public Works Department is not putting forth an opinion on this issue but bringing it forward as requested.

Discussion ensued regarding notifying the owners of the bicycles and asking them to move them. It was also discussed that putting an ordinance in place to regulate use of the racks may discourage usage.

Public Works Director Parkinson moved to refer the issue to the City Attorney to explore what other communities may have for ordinances regarding time limits and enforcement of bicycle racks and to the Planning Department for input, seconded by Deputy City Manager Allen.

Chairman Smith asked if bicycle registration is a requirement in the City of Portsmouth. Police Lt. Warchol explained that bicycle registration is offered by the Police Department as a service to help track bicycles if stolen or lost, but is not a requirement.

Motion passed.

E. Vaughan St./Raynes Ave. Parking Markup – DPW Item

Parking Operations Supervisor Cocchiaro explained that currently there are no parking lines and no parking hash marks outlined.

Discussion ensued regarding changes made in the area due to an impending project which Public Works Director Parkinson stated has been stalled and will be going back to the Planning Board with amendments.

Chairman Smith asked if this could be done before winter and Public Works Director Parkinson indicated they will try to do so.

Mr. Whitehouse moved to approve the request to install the parking and no parking lines as requested in accordance with current ordinances, seconded by Public Works Director Parkinson. Motion passed.

F. Proposed Downtown Employee Permit Parking – DPW Item

Public Works Director Parkinson stated that the City is looking to partner with different entities to provide parking in the downtown for employees.

Parking Operations Supervisor Cocchiaro stated that it was suggested that the Isles of Shoals Steamship Company parking lot could be used during the winter season, but because it is State-owned property, it would need to be approved by the PDA Board. He continued that the C-3 Church and the City have an agreement for 93 parking spaces which are hardly ever used except during events and feels that these could be used in the summer with a trolley going up to that lot.

Chairman Smith stated that he has talked to Granite State Minerals who have also indicated that would entertain using their lot in the summer months as well.

No action required at this time.

VI. REPORTS BACK:

A. City Street Speed Study by RSG, Inc. – DPW Item

Public Works Director Parkinson explained that the City Street Speed Study was a result of a request to lower the speed on Bow Street and it was discovered that this street and other downtown streets were not listed in the City ordinances and therefore, the speed limit default was 35 m.p.h. He read the recommendations as outlined in the report.

Public Works Director Parkinson moved to refer to the City Council for ordinance changes as recommended in the report, seconded by Mr. Gray.

Mr. Whitehouse stated he does not approve of the 25 mph recommendation for Congress Street because it is a high pedestrian area and feels that it is a dangerous situation. He would like to see it set at 20 mph.

Public Works Director Parkinson stated he does not agree with going against the recommendations in the study as they are based on engineering standards.

Fire Chief LeClaire stated that lowering the speeds to 20 mph would be a false sense of security and is a problem for enforcement as it is difficult to keep a vehicle at that speed and people end up looking down at the speedometer trying not to go over instead of at the road.

Motion passed with Mr. Whitehouse voting opposed.

B. Atlantic Valet Bow Street Operation – DPW Item

Parking Operations Supervisor Cocchiaro explained the necessity for another space as this business has expanded the amount of restaurants it is serving with the hours starting at 5:00 p.m. to closing.

Chairman Smith explained that there had previously been a handicap space that was removed because it was located on the curve of the road and it was unsafe with no access to cross the street.

Public Works Director Parkinson moved to increase the parking spaces from 2-3 for the Atlantic Valet Bow Street Operation, seconded by Mr. Whitehouse. Motion passed.

VII. REFERRALS:

A. Elks Club Request to Modify Intersection of High School Cross Country Trail and Club Access Road – Referred by the City Council

Public Works Director Parkinson explained that currently the cross country trail used by the high school track team and others comes out at the driveway of the Elks Club and they are requesting the city find an alternative as it is a potential safety issue.

Fire Chief LeClaire moved to refer to the Department of Public Works, School Athletic Director and Environmental Planner to work with the Elks for modification to the trail, seconded by Deputy City Manager Allen.

Mr. Gray asked that the Athletic Director be asked to instruct the runners to be cautious in the meantime. Discussion ensued regarding possible solutions.

Motion passed.

VIII. INFORMATIONAL:

A. Surplus Single Space Parking Meters– DPW Item

Public Works Director Parkinson informed the Committee that the surplus parking meters will be disposed of in accordance with City policy with the revenue to be returned to the Parking Fund. He stated some meters will be kept on hand for spare parts.

Public Works Director Parkinson stated there are several items that were not added to the agenda that need to be addressed:

A. Parking Garage Coupons during Snow Emergencies

Mr. Gray moved to approve the issuance of Parking Garage coupons for use during snow emergencies, seconded by Deputy City Manager Allen. Motion passed.

B. Holiday Free Parking

Deputy City Manager Allen moved to implement the annual Holiday Free Parking for the period of December 14, 2012 through January 2, 2013, seconded by Mr. Cypher. Motion passed with Chairman Smith abstaining.

Mr. Whitehouse stated that in August there was discussion regarding bicycle corrals installation and asked for an update.

Public Works Director Parkinson explained that they have been shipped but have not yet been received and explained that this type of item is not in stock and are manufactured when a certain amount of orders have been received. He stated they will be installed in the areas that were approved by the Parking and Traffic Safety Committee and then approved by the City Council.

Mr. Whitehouse stated he does not agree with the installation of the rack on Market Street.

Chairman Smith asked for Public Comment from the Audience. Seeing none, he closed the Public Comment.

Fire Chief LeClaire asked for an update of the issue with the jeep on the corner of Park Street.

Chairman Smith reported that it has been moved and then is parked there again, but it doesn't stay there for more than the allowed 72 hours.

Chairman Smith stated we still need to receive a report back of the Parking spaces requested by Mayor Spear on Maplewood Avenue.

C. Reaffirmation of Parking and Traffic Safety Committee actions voted 02/16/12, 03/08/12, 04/12/12, 05/10/12, 06/14/12 and 07/12/12

Chairman Smith explained that the ordinance creating the Parking and Traffic Safety Committee required that all 4 resident members be in place prior to conducting meetings. Therefore, now that the 4th member has been added, the Legal Department has asked that the committee take a vote reaffirming all actions voted by the Parking and Traffic Safety Committee during the above-stated meetings.

Mr. Gray moved to reaffirm all decisions and votes taken by the Parking and Traffic Safety Committee as requested by the Legal Department as full citizen membership

is now established as required by ordinance, seconded by Mr. Cypher. Motion passed with Deputy City Manager Allen and new Member Donnermeyer abstaining.

IX. ADJOURNMENT

Deputy City Manager Allen moved to adjourn at 8:55 a.m. Seconded and voted unanimously.

MEMORANDUM

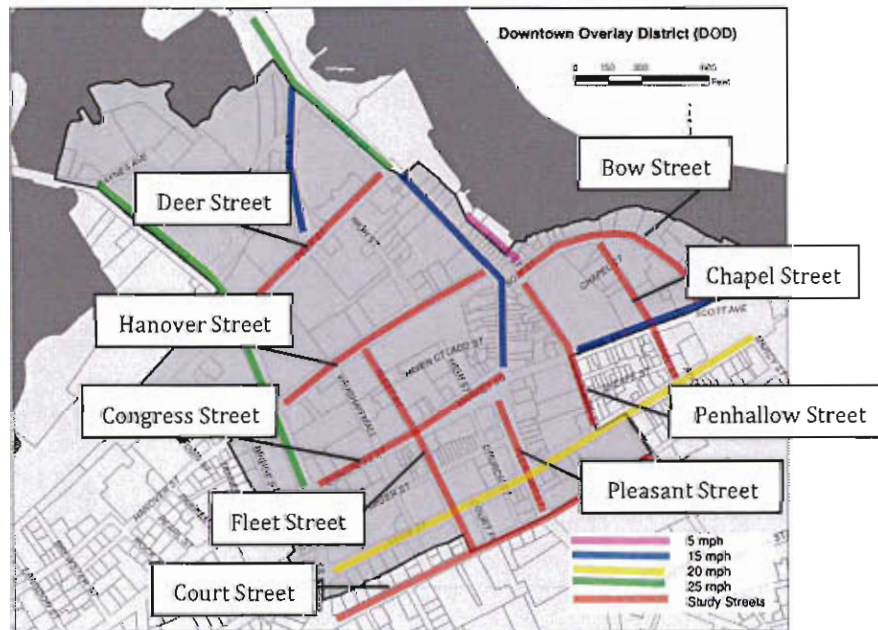
To: Steve Parkinson, Director of Public Works, City of Portsmouth, NH
 From: Dirk Grotenhuis, P.E.; Ben Swanson
 Subject: Downtown Speed Study
 Date: 21 September 2012

Introduction

Resource Systems Group (RSG) has conducted a speed study of streets within the Downtown Overlay District in Portsmouth NH. The study was conducted to provide engineering recommendations for speed limits of streets that are not currently included in the City’s ordinance Article XI: Speed Limits. On Wednesday, August 15th we conducted spot speed counts of free-flowing traffic between roughly 10:00 AM and 3:00 PM at ten locations. Speed observations were made using handheld radar-recorders from a parked car or on foot at all locations. Only free-flowing vehicles were sampled. The weather was clear and the roads were dry. For 2-way streets, directional speeds were recorded separately and a minimum of 100 vehicles were sampled at each site.

Within the downtown district the streets have various posted speed limits including 5 mph, 15 mph, 20 mph, and 25 mph. Streets currently without posted limits that are part of this study are presented in Figure 1.

Figure 1: Speed Study Locations



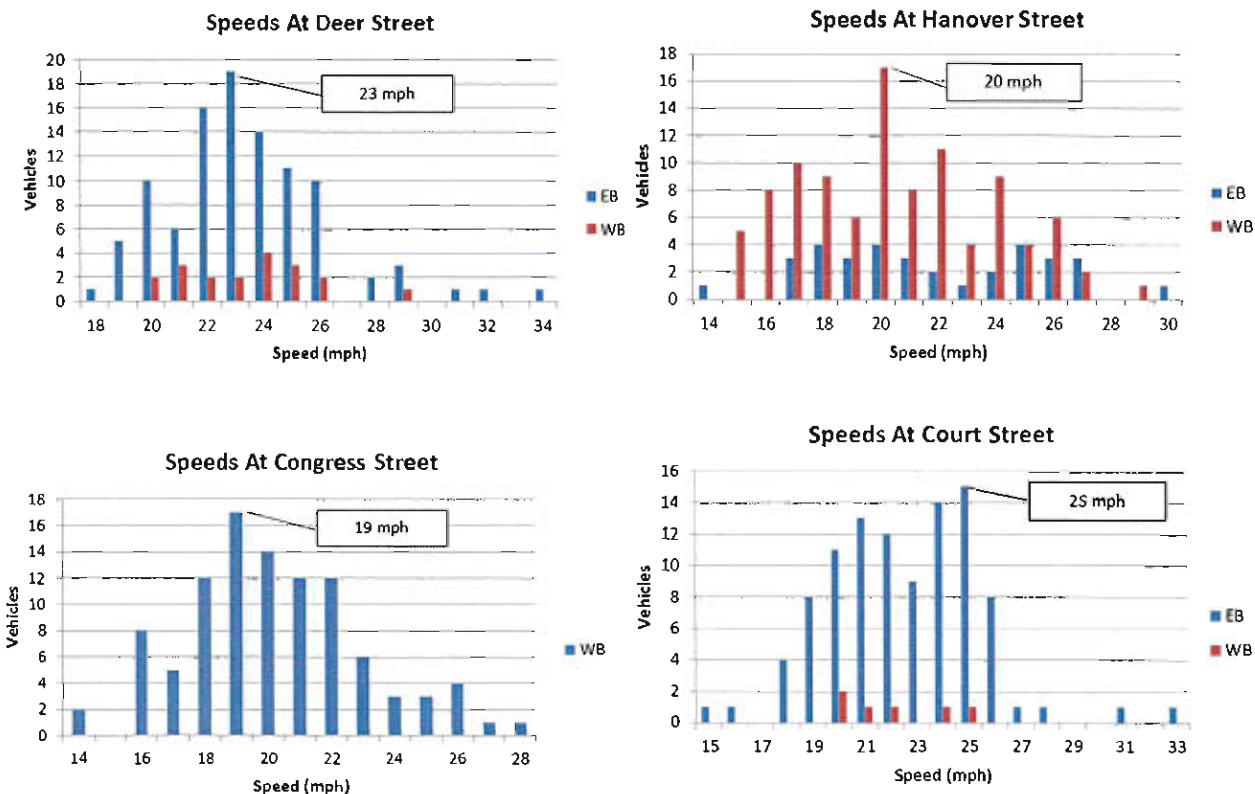
In order to better understand the existing speed dynamics along the streets in the study, we have calculated the following values at each sampling site.

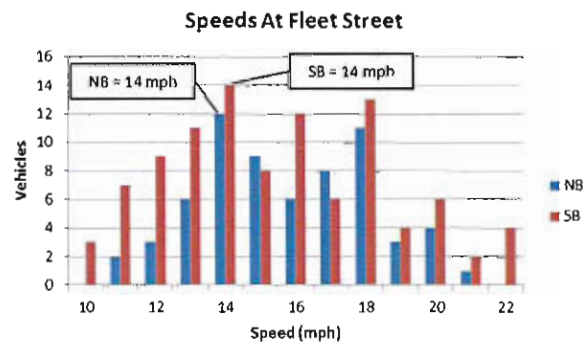
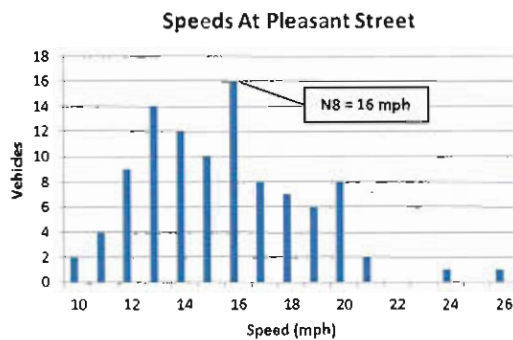
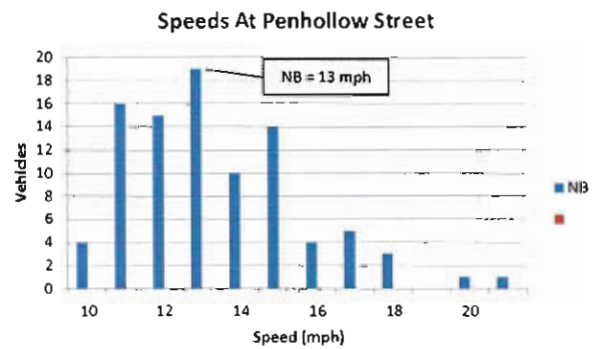
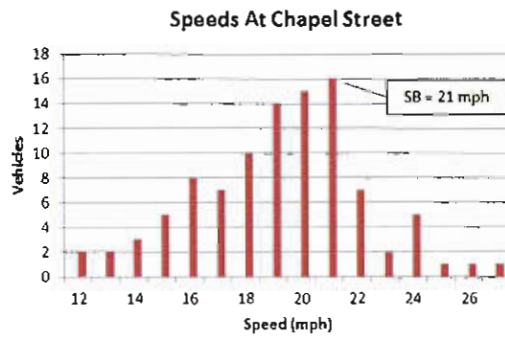
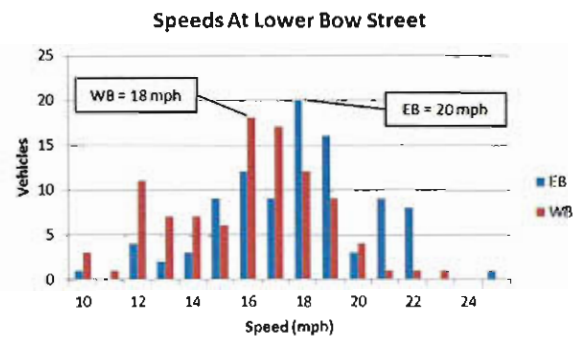
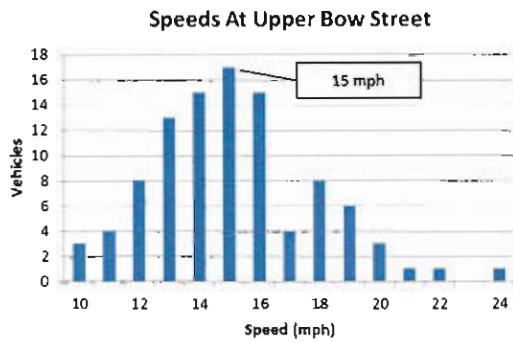
- **50th Percentile Speed:** the speed at which 50% of all traffic is travelling at or below.
- **85th Percentile Speed:** the speed at which 85% of all traffic is travelling at or below.
- **Modal Speed:** the speed at which the highest percentage of traffic is travelling.
- **10 mph Pace Speed:** the 10 mph speed range within which the highest percentage of traffic is travelling.
- **Percent in 10 mph Speed Pace:** the percent of all traffic travelling within the 10 mph pace range.

Speed Count Locations

Figure 2 presents plots of the directional speed data recorded at the sampling sites for each street. The speeds with the greatest numbers of vehicles observed (the modal speeds) are labeled.

Figure 2: Speeds of Study Streets





Considerations for Establishing or Changing Speed Limits

In determining an appropriate speed limit for a given section of roadway it is important that the posted speed limit be a safe operating speed under normal driving conditions. The State of New Hampshire establishes the maximum speed limit of 30 mph within any business or urban residence district, but not less than 25 mph unless an engineering study is conducted. The State does not provide guidance to set lower speed limits. The posted speed limit should also not be set so low as to risk being disregarded by the travelling public.



In reference to setting speed limits, the American Association of State Highway and Transportation Officials (AASHTO) offers the following guidance in their publication *A Policy on Geometric Design of Highways and Streets* (the Green Book),¹

Posted speed limits, as a matter of policy, are not the highest speeds that might be used by drivers. Instead, such limits are usually set to approximate the 85th percentile speed of traffic as determined by measuring the speeds of a sizable sample of vehicles. The 85th-percentile speed is usually within the “pace” or the 15-km/h [10 mph] speed range used by most drivers.

As noted above, we have calculated both the 85th-percentile speed and 10 mph pace for all study streets to help inform appropriate speed limit designations. Figure 3 presents a summary of key speed results for all study area streets.

Figure 3: Speed Data Summary for Downtown Streets

	Deer	Hanover	Congress	Court	Bow (Upper)	Bow (Lower)	Chapel	Penhallow	Pleasant	Fleet
50th Percentile Speed	23	20	20	22	15	17	20	13	15	16
85th Percentile Speed	26	25	24	25	18	20	22	16	19	19
Modal Speed	23	20	19	25	15	18	21	13	16	14
10 mph Pace Speed	19 - 29	17 - 27	16 - 26	18 - 28	10 - 20	12 - 22	15 - 25	8 - 18	11 - 21	11 - 21
Percent in 10 mph Pace Speed	93%	84%	92%	95%	93%	90%	89%	95%	94%	92%
Recommended Speed Limit	25	25	25	25	20	20	20	15	20	20

Conclusions

After observing current operating conditions and sampling existing free flowing speeds along all study area streets, we recommend speed limits be set as follows:

Recommended Speed Limit of 15 MPH:

- Penhallow Street

Recommended Speed Limit of 20 MPH:

- Bow Street
- Chapel Street
- Fleet Street
- Pleasant Street

Recommended Speed Limit of 25 MPH:

- Congress Street
- Court Street
- Deer Street
- Hanover Street

Please feel free to contact us with any questions or comments.

¹ *A Policy on Geometric Design of Highways and Streets, Sixth Edition.* (2011) American Association of State Highway and Transportation Officials (AASHTO): Washington, DC. Page 2-57



MEMORANDUM

TO: City Council Members
FROM: Jane Shouse, Planning Department *JWS*
SUBJECT: Planning Board Minutes
DATE: October 22, 2012

Please be advised that the approved minutes from the June 21, 2012 Planning Board meeting are now available on the City's website for your review.