

CITY COUNCIL MEETING

MUNICIPAL COMPLEX, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, PORTSMOUTH, NH
DATE: MONDAY, MAY 20, 2013

TIME: 7:00PM

AGENDA

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

PRESENTATIONS

- 1. Public Works Director Steve Parkinson
- 2. Fire Chief Christopher LeClaire
- 3. Update on Coastal Resilience Initiative - Peter Britz, Environmental Planner/Sustainability Coordinator
- 4. Update on Citywide Wayfinding Plan – Juliet Walker, Transportation Planner

- V. ACCEPTANCE OF MINUTES *(There are no minutes on for acceptance this evening)*

- VI. PUBLIC COMMENT SESSION

- VII. APPROVAL OF GRANTS/DONATIONS

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

- VIII. CONSIDERATION OF RESOLUTIONS AND ORDINANCES

- A. First reading of Ordinance amendment to Chapter 10 – Zoning Ordinance, Article 5 – Dimensional and Intensity Standards and Article 15 – Definitions, by inserting a new Section 10.740 – Conditional Use Residential Development

- IX. CONSENT AGENDA

A MOTION WOULD BE IN ORDER TO ADOPT THE CONSENT AGENDA

- A. Letter from Kim Blanchard, National Multiple Sclerosis Society, requesting permission to hold 2013 Bike MS NH Seacoast Escape on Saturday, August 24, 2013 ***(Anticipated action – move to refer to the City Manager with power)***
- B. Letter from Ken LaValley, American Foundation for Suicide Prevention requesting permission to hold the Out of the Darkness Community Walk on Saturday, October 5, 2013 from 8:00 a.m. – Noon ***(Anticipated action – move to refer to the City Manager with power)***

- C. Request for License from Michael Michalski, owner of Helene M for property located at 24 Congress 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 Michael Michalski, owner of Helene M for a projecting sign at property located at 24 Congress Street and, further, authorize the City Manager to execute License Agreements for this request***)

Planning Director’s Stipulations:

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

- D. Request for License from Timberline Signs, owner of White Heron Tea & Coffee for property located at 601 Islington 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 Timberline Signs, owner of White Heron Tea & Coffee for a projecting sign at property located at 601 Islington Street and, further, authorize the City Manager to execute License Agreements for this request***)

Planning Director’s Stipulations:

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

- E. Request for License from Steven McHenry, owner of McHenry Architecture for property located at 4 Market 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 Steven McHenry, owner of McHenry Architecture for a projecting sign at property located at 4 Market Street and, further, authorize the City Manager to execute License Agreements for this request***)

Planning Director's Stipulations:

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

X. PRESENTATION & CONSIDERATION OF WRITTEN COMMUNICATIONS & PETITIONS

- A. Letter from Tom and Zelita Morgan requesting that the Richards Avenue sidewalks be replaced with brick and not concrete and that the Historic District be expand south to Parrott Avenue and westerly to the intersection of Austin & Summer Streets
- B. Letter from Stephen Brady regarding sidewalks at the end of Richards Avenue joining Middle Street

XI. REPORTS AND COMMUNICATIONS FROM CITY OFFICIALS

A. CITY MANAGER

Items Which Require Action Under Other Sections of the Agenda

- 1. Consideration of First Reading of Proposed Resolution and Ordinance Amendments:
 - 1.1 First Reading of Proposed Ordinance amendment to Chapter 10 – Zoning Ordinance, Article 5 – Dimensional and Intensity Standards and Article 15 – Definitions, by inserting a new Section 10.740 – Conditional Use Residential Development (***Action on this item should take place under Section VIII of the Agenda***)

City Manager's Items Which Require Action

- 1. Approval of Proposed Employment Agreement for Fire Chief Designee Steven Achilles

Informational Items

- 1. Events Listing
- 2. Work Session Re: Development Moratorium

B. MAYOR SPEAR

1. *Parking Revenues (*Postponed from the last meeting due to the late hour*)
 - Holiday Parking – reduce from 18 days to 10 days
2. *Ideas for Senior Committee
3. Appointments to be Considered:
 - Joseph Almeida – Reappointment to the Historic District Commission
 - Tracy Kozak – Reappointment to the Historic District Commission
4. Appointments to be Voted:
 - Daniel Rawling – Reappointment to the Historic District Commission
 - Jonathan Wyckoff – Reappointment to the Historic District Commission
 - Kory Sirmaian – Reappointment to the Recreation Board

C. ASSISTANT MAYOR LISTER

1. *Authorize the City Manager to proceed with further evaluation for Doble Reserve Center as possible site for Senior/Community Center

XII. MISCELLANEOUS/UNFINISHED BUSINESS

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

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

**Indicates Verbal Report*

INFORMATIONAL ITEMS

1. Notification that the Conservation Commission Minutes of the March 13, 2013 meeting are available on the City's website for your review

NOTICE TO THE PUBLIC WHO ARE HEARING IMPAIRED: Please contact Dianna Fogarty at 603-610-7270 one-week prior to the meeting for assistance.

**ORDINANCE #
THE CITY OF PORTSMOUTH ORDAINS**

That the Ordinances of the City of Portsmouth, Chapter 10 – Zoning Ordinance, Article 5 – Dimensional and Intensity Standards and Article 15 – Definitions, be amended by inserting the following new Section 10.740 – Conditional Use Residential Development:

Section 10.740 Conditional Use Residential Development

10.741 Purpose

The purpose of this section is to allow specified residential uses in parcels fronting on principal arterials in Office Research districts, in order to provide additional development options for such parcels and to provide increased housing opportunities for moderate income households, the elderly and those requiring assistance with daily living activities.

10.742 Conditional Use Residential Development Permit

10.742.10 The Planning Board may grant a conditional use permit to authorize a Conditional Use Residential Development (CRD) on a parcel that is located in an Office Research district and that has frontage on a principal arterial street as shown in the Master Plan.

10.742.20 The CRD shall conform to the criteria and standards set forth herein and shall comply with all zoning, site plan and subdivision regulations that apply, other than those waived or modified hereunder.

10.743 Uses Permitted in a Conditional Use Residential Development

10.743.10 In addition to the uses allowed in the underlying district in Section 10.440, a CRD may include the following permitted uses, alone or in combination:

10.743.11 Multifamily dwelling or townhouse.

10.743.12 Live/work space, combining a dwelling unit with an integrated work space principally used by one or more of the residents of the dwelling unit.

10.743.13 Assisted living center

10.743.20 A CRD may include more than one dwelling on a single lot, provided that the Planning Board finds through the conditional use permit

process that safe and convenient access will be provided to all structures.

10.744 Dimensional and Intensity Standards

10.744.20 Dimensional Standards

Notwithstanding any other provision of the Zoning Ordinance, a CRD shall comply with all of the following lot requirements, which shall be computed on the basis of the total developable area of the lot:

Minimum lot area	2 acres
Minimum lot area per dwelling unit	2,500 sf
Minimum lot area per assisted living unit	1,500 sf
Minimum continuous street frontage on a principal arterial	200'
Minimum lot depth	200'
Minimum side yard	50'
Maximum building coverage	75%
Maximum building height	50'
Minimum open space	50%
Minimum percentage of the lot frontage that shall be occupied by buildings or open space	60%

10.745 Site Design Standards

10.745.10 Off-Street Parking and Bicycle Parking

10.745.11 Off-street parking shall be provided at the following rates:

Multifamily dwelling or townhouse:

Minimum: 1.3 spaces per dwelling unit

Maximum: 1.8 spaces per dwelling unit

Assisted living center:

Minimum: 0.5 spaces per assisted living unit

10.745.12 All surface parking areas shall be set back at least 50 feet from a public street. Within this required 50-foot setback, the maximum width of any accessway or driveway to a surface parking area shall be 30 feet.

10.745.13 Bicycle parking spaces or storage capacity shall be provided at a rate of at least 15 percent of the off-street parking spaces provided for motor vehicles.

10.745.20 Pedestrian Circulation

- 10.745.21 Pedestrian walkways shall provide connections through the CRD to the public street right-of-way, and between the CRD and adjacent land uses.
- 10.745.22 At least one 8-foot wide pedestrian walkway shall be provided throughout the project site, connecting adjacent streets, accessways, sidewalks and off-street parking areas to the entrances of all principal buildings.
- 10.745.23 Pedestrian areas shall be clearly distinguished from vehicular and bicycle traffic areas through the use of paving materials, landscaping, or other means.
- 10.745.24 A CRD with more than one principal building or off-street parking area shall include an internal pedestrian network that provides logical and direct routes for pedestrians throughout the site.
- 10.745.25 Parking lots shall include internal walkways spaced not more than 150 feet apart. Where possible, these walkways shall be aligned to connect with major building entries or other destinations.

10.746 Building Design Standards

10.746.10 Pedestrian Orientation

- 10.746.11 Every principal building shall have at least one entrance that does not require passage through an off-street parking lot or garage to gain access.

10.746.20 Architectural Design

- 10.746.21 Building facades more than 50 feet in length shall be divided into shorter segments by means of changes in materials, varying roof lines or other architectural treatments.
- 10.746.22 Buildings shall incorporate features such as cornices, architectural moldings, side lights, transom lights, regularly spaced ground floor windows, and distinct corners with iconic corner features such as turrets.
- 10.746.23 Rooftop building systems, such as mechanical and electrical equipment and antennas, shall be screened

with appropriate architectural elements from all key observation points.

10.746.24 All blank walls within 50 feet of, and visible from, a street, pedestrian pathway, park, or adjacent lot shall be treated with one or more of the following measures:

- (a) Install a vertical trellis in front of the wall with climbing vines or plant materials. For large blank wall areas, the trellis must be used in conjunction with other treatments described below;
- (b) Provide a landscaped planting bed at least 8 feet wide or a raised planter bed at least 2 feet high and 3 feet wide in front of the wall. Plant materials that will obscure or screen at least 50 percent of the wall's surface within four years are to be planted in the planting bed;
- (c) Provide artwork (mosaic, mural, sculpture, relief, etc.) over at least 50 percent of the blank wall surface; and/or
- (d) Other method as approved by the Board. For example, landscaping or other treatments may not be necessary on a wall that employs high-quality building materials (such as brick) and provides desirable visual interest.

10.747 Review and Approval Process

10.747.10 Required Information

The CRD conditional use permit application shall include the following additional information unless waived by the Planning Board:

10.747.11 Location of all proposed structures;

10.747.12 Elevations for all sides of all buildings;

10.747.13 Description and illustration of the proposed building materials and colors;

10.747.14 Location and illustration of each amenity to be provided (for example, benches, pedestrian scale lighting or bicycle racks);

10.747.15 Documentation of how the proposed CRD will comply with each standard set forth in Sections 10.744 through 10.746.

10.747.20 Planning Board Findings

Prior to granting a conditional use permit for project under this section, the Board shall make all of the following findings:

10.747.21 The proposed project is consistent with the purpose and intent set forth in Section 10.741; and

10.747.22 The proposed project (and any conditions of approval) meets the CRD standards in Section 10.740; and

10.747.23 The anticipated impacts of the proposed CRD on traffic, market values, stormwater runoff or environmental factors will not be more detrimental to the surrounding area than the impacts of conventional residential development of the site.

10.747.30 Modifications of Standards

In granting a conditional use permit, the Planning Board may modify specific standards and requirements set forth in this Section (including development intensity and dimensional standards, and building design standards) provided that the Planning Board finds such modification will promote design flexibility and overall project quality, and that such modification is consistent with the purpose and intent set forth in Section 10.731.

10.747.40 Major Project Changes

The following shall be deemed to be major changes to an approved CRD project, and shall require Planning Board approval of an amendment to the conditional use permit:

10.747.41 An increase of more than 10% in total approved gross floor area;

10.747.42 An increase of more than 10% in the approved number of residential units;

10.748 Legal Review

All restrictive covenants, cooperative agreements or similar instruments requiring the City's approval or participation shall be reviewed as to content and form by the Legal Department. Such reviews may include condominium or cooperative agreements which are to be enacted as part of the project.

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

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

This ordinance shall take effect upon its passage.

APPROVED:

Eric Spear, Mayor

ADOPTED BY COUNCIL:

Kelli L. Barnaby, City Clerk

H:\Risk TLand Use Regulations\Zoning\Zoning Ordinance Amendments\Amendments 2013 - OR district (Georgopoulos)\10-740 OR Residential 130520.doc

APR 24 2013

MEMORANDUM

TO: John P. Bohenko, City Manager
FROM: Rick Taintor, Planning Director *RT.*
DATE: April 24, 2013
RE: City Council Referral – Letter from Aphrodite and Louis Georgopoulos Regarding Zoning of Property at 1900 Lafayette Road

On November 9, 2012, Aphrodite and Louis Georgopoulos submitted a letter to the City Manager regarding zoning of a parcel at 1900 Lafayette Road. On December 17, 2012, the City Council referred the letter to the Planning Board for a report back. The Planning Board considered the current request at its meetings on January 24 and April 18, 2013, and in a work session on March 28, 2013.

This lot and the surrounding Office Research district have been considered by the Planning Board several times in the last decade:

- In December 2006, the Board recommended the creation of a "Nonresidential Planned Unit Development" option to allow the development of a Smultynose brewery and restaurant on the Georgopoulos lot and the adjacent lot.
- In October 2009, the Board recommended that the Office Research district on Lafayette Road, including the Georgopoulos lot, be included in the newly created Gateway District as part of the comprehensive revision of the Zoning Ordinance and Zoning Map.
- In October 2011, the Board recommended changes to the use and dimensional standards of the OR district, rather than rezoning the Lafayette Road OR parcels to a new district.

It is clear from this history that Elwyn Park residents and City Councilors are opposed to allowing retail and service uses in this area because of the potential impacts due to traffic, light and noise. After reviewing the range of possible options, the Planning Department staff concluded that multifamily residential development would be the most appropriate use to add to the currently allowed uses in the Office Research district at this location. Multifamily development might provide a transitional buffer between the single-family residential neighborhood on the opposite side of Route 1, and could be consistent in scale with the nonresidential uses that are already allowed in the OR district. In addition, assisted living centers could also be appropriate in this area, as they are similar in scale and impact to residential developments. Staff therefore drafted a zoning amendment to allow multifamily residential and assisted living uses in the Office Research district by conditional use permit. Rather than modifying the allowed uses or dimensional requirements for the Office Research District, the draft zoning amendment would create a new type of use subject to all of the additional requirements and standards included in the section.

When multifamily residential and assisted living uses were proposed for the OR district in 2011, concerns were raised by residents in other areas of the City who were afraid that this might be a way to allow the continuing care retirement community that had been proposed for the large OR parcel off Islington Street. In order to allay this concern, the proposed Conditional Use Residential Development option is restricted to "principal arterials" as shown in the City's Master Plan. The attached map shows all OR district in the City and the principal arterials, which are Interstate 95, the Spaulding Turnpike, the Route 1 Bypass, and Lafayette Road (Route 1) from the Bypass to the Rye line. Other than limited-access highways (I-95, Route 16 and the Route 1 Bypass), Lafayette Road is the only principal arterial in the City. Therefore, the only area in which the new use would be permitted is the OR district on Lafayette Road.

At its meeting on April 18, 2013, the Planning Board voted unanimously to recommend that the Zoning Ordinance be amended as set forth in the attached document.

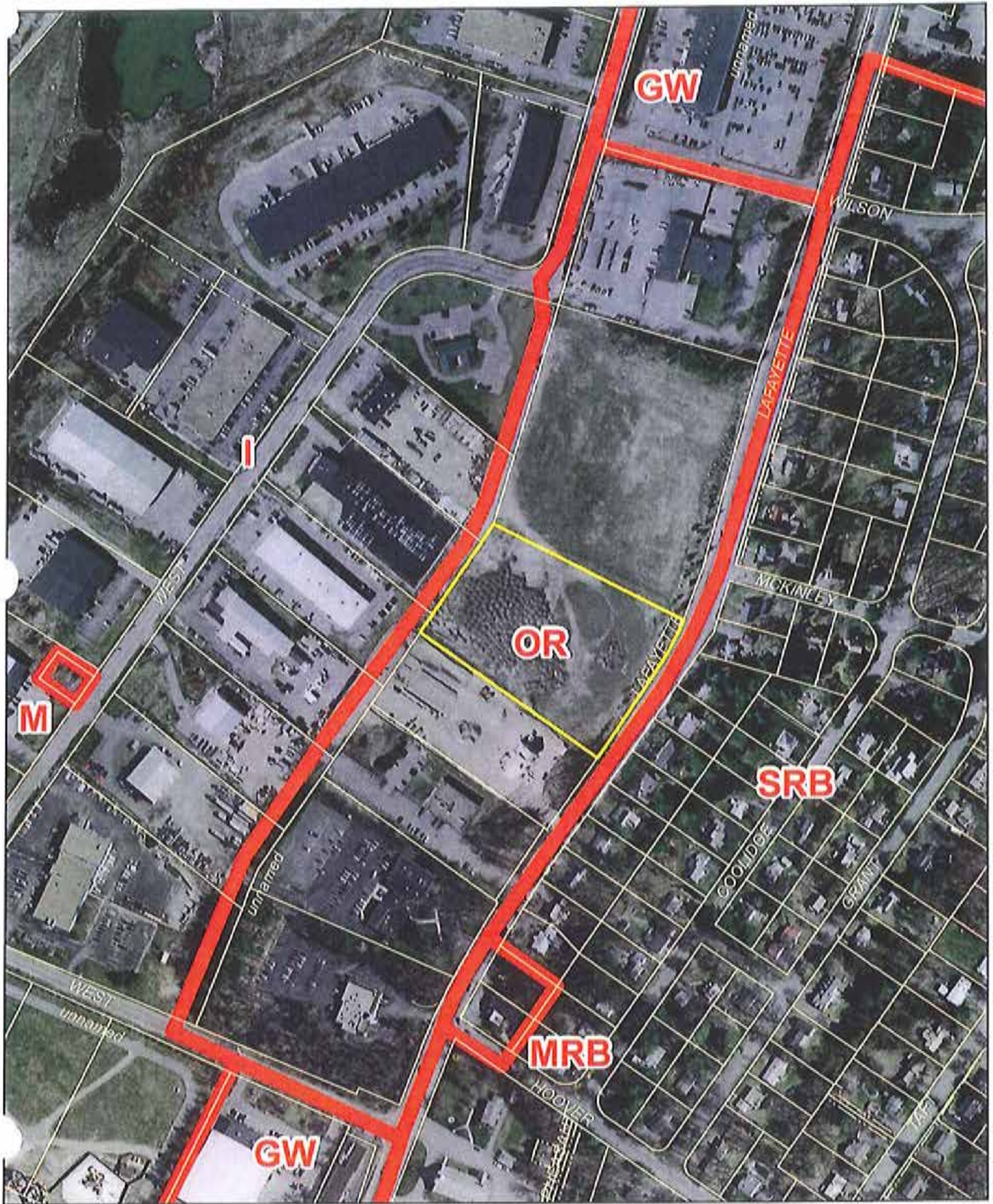
Potential Development Density Under the Proposed Amendment

The proposed Conditional Use Residential Development provision would allow up to about 70 dwelling units on the parcel at 1900 Lafayette Road. The provision requires between 1.3 and 1.8 off-street parking spaces per dwelling unit; therefore, a 70-unit development would include between 91 and 126 spaces.

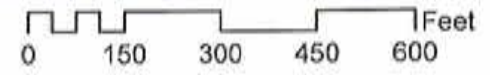
In order to meet the required 50% open space requirement, and assuming that the maximum number of off-street parking spaces is provided in surface lots, 70 dwelling units could be accommodated on the site in 4-story buildings. However, for two-story townhouse or garden apartment units, the maximum possible density (with surface parking) might drop to about 50 units.

For an assisted living center, the draft ordinance requires 1,500 sq. ft. of developable lot area per assisted living unit, which would allow up to about 120 units on the site at 1900 Lafayette Road. The Zoning Ordinance requires the provision of 1 parking space for every two assisted living units, so a 119-unit facility would require 60 parking spaces.

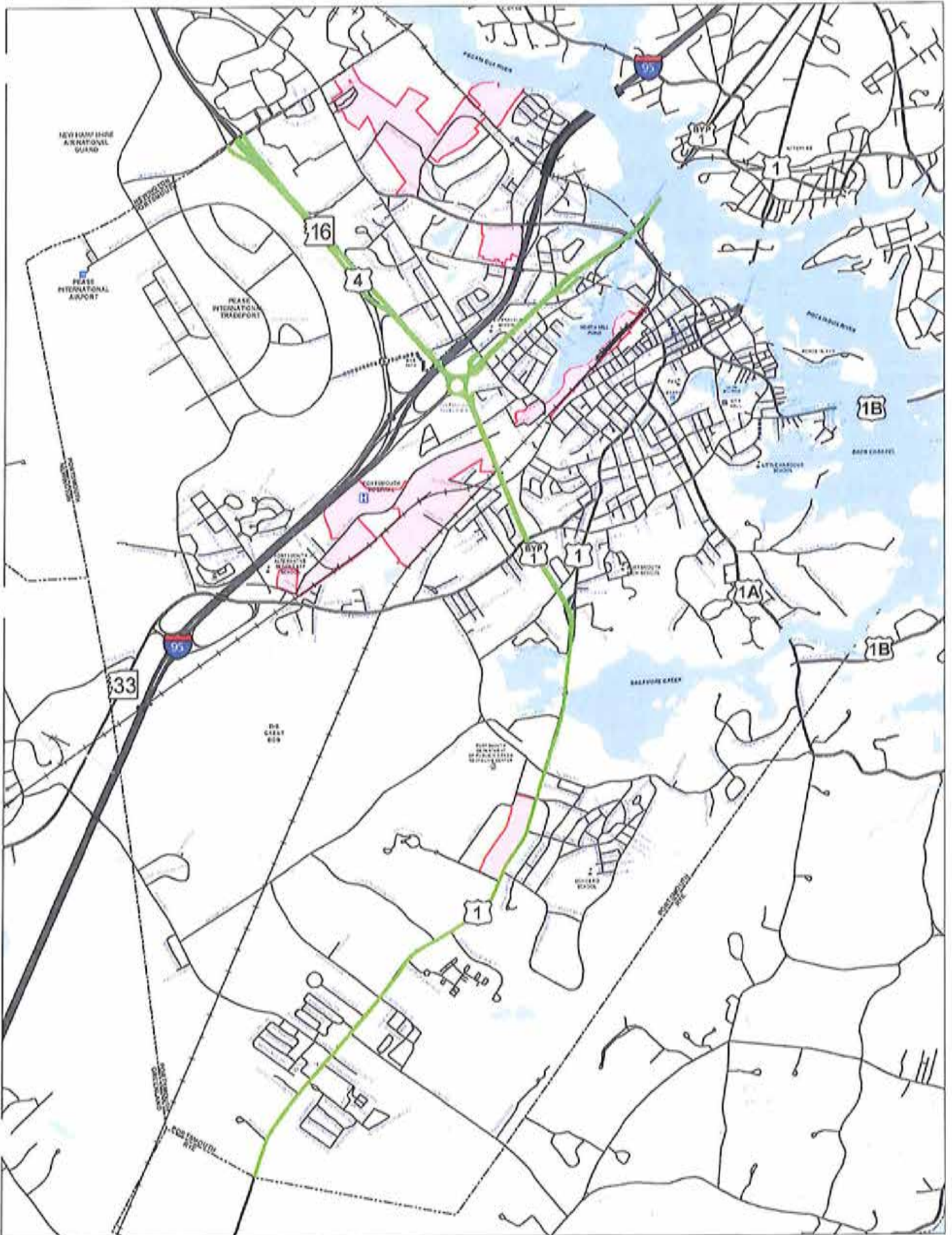
It is important to emphasize that the above numbers are estimates based solely on the standards in the proposed ordinance, and not on any site design concept. The actual potential development under the Conditional Use Residential Development provision may be less than the estimates based on ratios in the proposed ordinance.



1900 Lafayette Road



Office Research (OR) Districts and Principal Arterials





National
Multiple Sclerosis
Society
Greater
New England
Chapter



May 3, 2013

Ms. Kelli L. Barnaby, City Clerk
One Junkins Avenue
Portsmouth, NH 03801

Dear Ms. Barnaby,

On behalf of the National Multiple Sclerosis Society, Greater New England Chapter, I would like to extend our deep gratitude for the continuous support Portsmouth has shown throughout the years.

Although spring is just beginning to arrive, I have begun planning for the 2013 Bike MS NH Seacoast Escape. This year's date is set for Saturday, August 24th. The purpose of this letter is to ask for permission to use roads within Portsmouth and to inform you of the route through the city of Portsmouth. I have enclosed written riding directions for you. Our first cyclist (of approximately 250) should enter Portsmouth at 10:30am, and the last cyclist should depart at 1:00 PM.

Our routes feature safety stops every 10-15 miles, so that our cyclists remain hydrated and nourished. All cyclists agree to follow rules of the road, and are directed to ride single file. We issue one warning to cyclists not following the rules of the road. On the next infraction, we pull them from the ride and require they ride to the finish in one of our safety vehicles.

We mark our route with small cardboard signs attached to utility poles or stakes. We will begin marking the route on August 23rd. A volunteer will follow the route on the day of the ride and remove all signs after the final cyclist has passed.

Please let me know if you have any questions about the ride and/or our route. I can be reached at 603-836-4758.

Sincerely,

A handwritten signature in blue ink that reads "Kim Blanchard".

Kim Blanchard
Development Coordinator

Miles	Direction	Description	Go	Town:
0.00	L	out of Stratham Hill Park onto Route 33	0.60	
0.60	R	onto Squamscott Road	1.10	
1.70	R	onto Route 108	1.00	Newfields
2.70	R	onto New Road @ Ship to Shore Restaurant	0.10	Newmarket
2.80		Caution: Narrow wooden bridge	2.30	
5.10	R	stop sign onto Route 108 (use caution entering town center)	0.60	
5.70	Sharp R	onto Bay Road	0.40	
6.10	BL	to stay on Bay Road	7.00	Durham
13.10	BR	onto Route 108	0.30	
13.40		REST STOP -- Durham Town Offices --Route 108		
13.40	BR	out of rest stopn ROUTE SPLITS	0.10	
13.60	R	at traffic light to continue on Route 108	0.60	
14.10		pass under Route 4	2.30	Madbury
16.40	S	through light	1.00	Dover
17.40	S	through light on Route 108 Caution: busy area	0.10	
17.50	S	through 2 lights, passing under Spaulding Turnpike	0.30	
17.80	BL	to stay on Route 108	0.40	
18.20	S	through light, continue on Route 108	0.30	
18.50	BR	at traffic light, following signs for Routes 4,9 and 108	0.10	
18.60	BL	staying on path for Routes 4,9 and 108	0.10	
18.70	R	onto Portland Avenue	0.10	
18.80	BR	onto unmarked Cocheco Street (towards water)	0.30	
19.10	S	through stop sign	0.40	
19.50	BR	at yield sign onto Gulf Road	1.80	
21.30	X	bridge over water	1.20	Eliot, ME
22.50	R	at light onto Route 236 South	0.40	
22.90	R	onto Route 103 South	1.50	
24.40	R	onto River Road	2.90	
27.30	BR	at yield sign onto Old Road	0.70	
28.00	S	after stop sign onto Route 103 East	0.30	
28.30		REST STOP -- Eliot Elementary School - 1298 State Road		
28.30	L	out of rest stop, staying on Route 103	0.10	
29.35	R	staying on Route 103 East	0.90	
30.25	S	through yellow blinking light	1.70	Kittery, ME
31.95		Pass under I-95	0.30	
32.25	R	staying on Route 103 East	0.40	
32.65	L	onto Government Street	0.10	
32.75	BR	up hill on Government Street	0.20	
32.95	R	onto Route 1 South	0.10	
33.05		Cross bridge back to New Hampshire (stay on sidewalk)	0.50	Portsmouth
33.55	R	onto Harbour Place which becomes State Street	0.10	
33.65		*Follow signs for Strawberry Banke*		
33.45	L	onto Marcy Street	0.30	
33.75	L	onto Route 1B South	1.50	
35.25		Caution: crossing bridge		
35.25		Caution: crossing bridge		Newcastle
35.25	BL	to stay on Route 1B South	1.60	Rye
36.85		Walk bike over bridge on wooden walkway	1.10	Portsmouth
37.95	L	at stop sign onto Route 1A South	0.50	
38.45	L	at rotary to stay on Route 1A South	1.80	
40.25		REST STOP - Odiorne State Park -- Route 1A		
40.25	L	out of rest stop, pass Rye Harbor St.Park	7.50	North Hampton
47.75	R	onto Route 111	3.20	
51.85	S	thru traffic light, continue onto Route 111	0.50	
52.35	L	at stop sign	0.10	
52.45	R	at stop sign onto Route 151N	0.10	
52.55	L	onto Walnut Ave.	1.70	
54.25	R	onto Lovering Road	1.40	
55.65	L	onto Post Road	0.10	
55.75	L	onto Winnicut Road	1.70	Stratham
57.45	X	Union Road	2.20	
59.65	R	Onto Route 33/Portsmouth Ave.	1.00	
60.65	S	through stop light	0.30	
60.95	R	into Stratham Hill Park		
	FINISH	Finish Line - Congratulations! You made it!		
Route closes at 4:00PM				

2013 Bike MS NH Seacoast Escape - 25 mile

NET CONTROL - 781-697-9058

Miles	Direction	Description	Go	Town:
0.00	L	out of Stratham Hill Park onto Route 33	0.60	
0.60	R	onto Squamscott Road	1.10	
1.70	R	onto Route 108	1.00	Newfields
2.70	R	onto New Road @ Ship to Shore Restaurant	0.10	Newmarket
2.80		Caution: Narrow wooden bridge	2.30	
5.10	R	stop sign onto Route 108 (use caution entering town center)	0.60	
5.70	Sharp R	onto Bay Road	0.40	
6.10	BL	to stay on Bay Road	7.00	Durham
13.10	BR	onto Route 108	0.30	
13.40		REST STOP -- Durham Town Offices - Route 108		
13.40	BR	out of rest stop ROUTE SPLITS	0.10	
13.50	L	at stop sign to continue on Route 108	1.30	Newmarket
14.80	R	Bennet Rd	1.60	
		Caution: Narrow wooden bridge		
16.40	L	Packers Falls	2.00	
		Caution: Look right		
18.40	R	S. Main St	0.50	
18.90	L	Grant	1.10	
20.00	L	Ash Swamp	2.00	
22.00	L	Ash Swamp	0.10	
22.10	R	Rt. 108 South	1.30	
23.40	L	Squamscott Road	1.10	Stratham
24.50	L	Onto Route 33/Portsmouth Ave.	0.60	
25.1	R	Finish Chute		
	FINISH	Finish Line - Congratulations! You made it!		
Route closes at 4:00PM				



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/06/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER MARSH USA, INC. 445 SOUTH STREET MORRISTOWN, NJ 07960-6454 123456-Standard-12-13 BEDFO	CONTACT NAME: _____ PHONE (A/C, No., Ext): _____ FAX (A/C, No): _____ E-MAIL ADDRESS: _____														
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: Federal Insurance Company</td> <td>20281</td> </tr> <tr> <td>INSURER B: Great Northern Insurance Company</td> <td>20303</td> </tr> <tr> <td>INSURER C: ACE Property & Casualty Insurance Company</td> <td>20899</td> </tr> <tr> <td>INSURER D: Employers Insurance Company Of Wausau</td> <td>21458</td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Federal Insurance Company	20281	INSURER B: Great Northern Insurance Company	20303	INSURER C: ACE Property & Casualty Insurance Company	20899	INSURER D: Employers Insurance Company Of Wausau	21458	INSURER E:		INSURER F:
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INSURER D: Employers Insurance Company Of Wausau	21458														
INSURER E:															
INSURER F:															

COVERAGES **CERTIFICATE NUMBER:** NYC-006620265-01 **REVISION NUMBER:** 2

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR VWD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO.JECT <input checked="" type="checkbox"/> LOC			3583-33-49	12/31/2012	12/31/2013	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			(12)7353-02-37	12/31/2012	12/31/2013	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ _____ BODILY INJURY (Per accident) \$ _____ PROPERTY DAMAGE (Per accident) \$ _____ Comp/Coil Deductible \$ 1,000
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTIONS \$			M00552835 022	12/31/2012	12/31/2013	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WCC-291-451053-012	12/31/2012	12/31/2013	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
TOWN OF PORTSMOUTH IS ADDED AS ADDITIONAL INSURED EXCLUDING WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY POLICY.

CERTIFICATE HOLDER TOWN OF PORTSMOUTH 1 JUNKINS AVENUE PORTSMOUTH, NH 03801	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE of Marsh USA Inc. Manashi Mukherjee <i>Manashi Mukherjee</i>
---	---



American Foundation
for Suicide Prevention

April 6, 2013

City of Portsmouth
Mayor's Office
1 Junkins Avenue
Portsmouth, NH 03801

Dear Honorable Mayor Spear and City Council Members;

The Portsmouth chapter of the AFSP Out of the Darkness Walk has hosted a fundraising and education walk since 2006 in Portsmouth. This event has grown to more than 300 walkers annually and has continued to raise more than \$50,000 per year to support local and state suicide prevention education as well as national research programs. We would like to continue the tradition and success of this program and are asking for permission to again host the Out of the Darkness Community Walk in the City of Portsmouth.

The proposed date and time is as follows;

Date: October 5, 2013 (Saturday)

Registration Begins: 8am

Walk Duration: 10am – Noon

The walk would begin and end on Pierce Island (see attached walk route map).

We would like to thank you for your consideration and look forward to your decision.

Respectfully,

Ken La Valley, Chair
OOTD Walk Committee
66 Hunter Lane
Barrington, NH 03825



Directions to Pierce Island Pool
89 Pierce Island Rd, Portsmouth, NH 03001
1.2 mi - about 6 mins



- 
Pierce Island Pool
 99 Peirce Island Rd, Portsmouth, NH 03801
 - 
 1. Head northwest on Peirce Island Rd toward Mechanic St
 go 0.2 mi
total 0.2 mi
 - 
 2. Turn left onto Mechanic St
 go 203 ft
total 0.2 mi
- 
Mechanic St
 - 3. Head west on Gates St toward Walton Alley
 total 0.0 mi
- 
Gates St, Portsmouth, NH 03801
 - 4. Head west on Gates St toward Washington St
 go 0.1 mi
total 0.1 mi
 - 
 5. Turn left onto Hancock St
 go 52 ft
total 0.1 mi
 - 
 6. Turn right onto Pleasant St
 go 115 ft
total 0.1 mi
- 
Pleasant St, Portsmouth, NH
 - 7. Head west on Pleasant St toward Edward St
 total 0.0 mi
 - 
 8. Turn right onto Court St
 go 0.1 mi
total 0.1 mi
- 
Court St, Portsmouth, NH 03801
 - 9. Head northeast on Court St toward Washington St
 go 0.2 mi
total 0.2 mi
 - 
 10. Turn right onto Mercy St
 go 0.1 mi
total 0.4 mi
- 
Mercy St
 - 11. Head north on Mercy St toward Mechanic St
 total 0.0 mi
 - 
 12. Take the 1st right onto Mechanic St
 go 16 ft
total 16 ft
 - 13. Continue onto Peirce Island Rd
 go 315 ft
total 331 ft
- 
Pierce Island Pool
 99 Peirce Island Rd, Portsmouth, NH 03801
 go 0.2 mi
total 0.2 mi

M E M O R A N D U M

TO: John P. Bohenko, City Manager
FROM: Rick Taintor, Planning Director *RT*
DATE: May 14, 2013
RE: City Council Referral – Projecting Sign
Address: 24 Congress Street
Business Name: Helene M
Business Owner: Michael Michalski

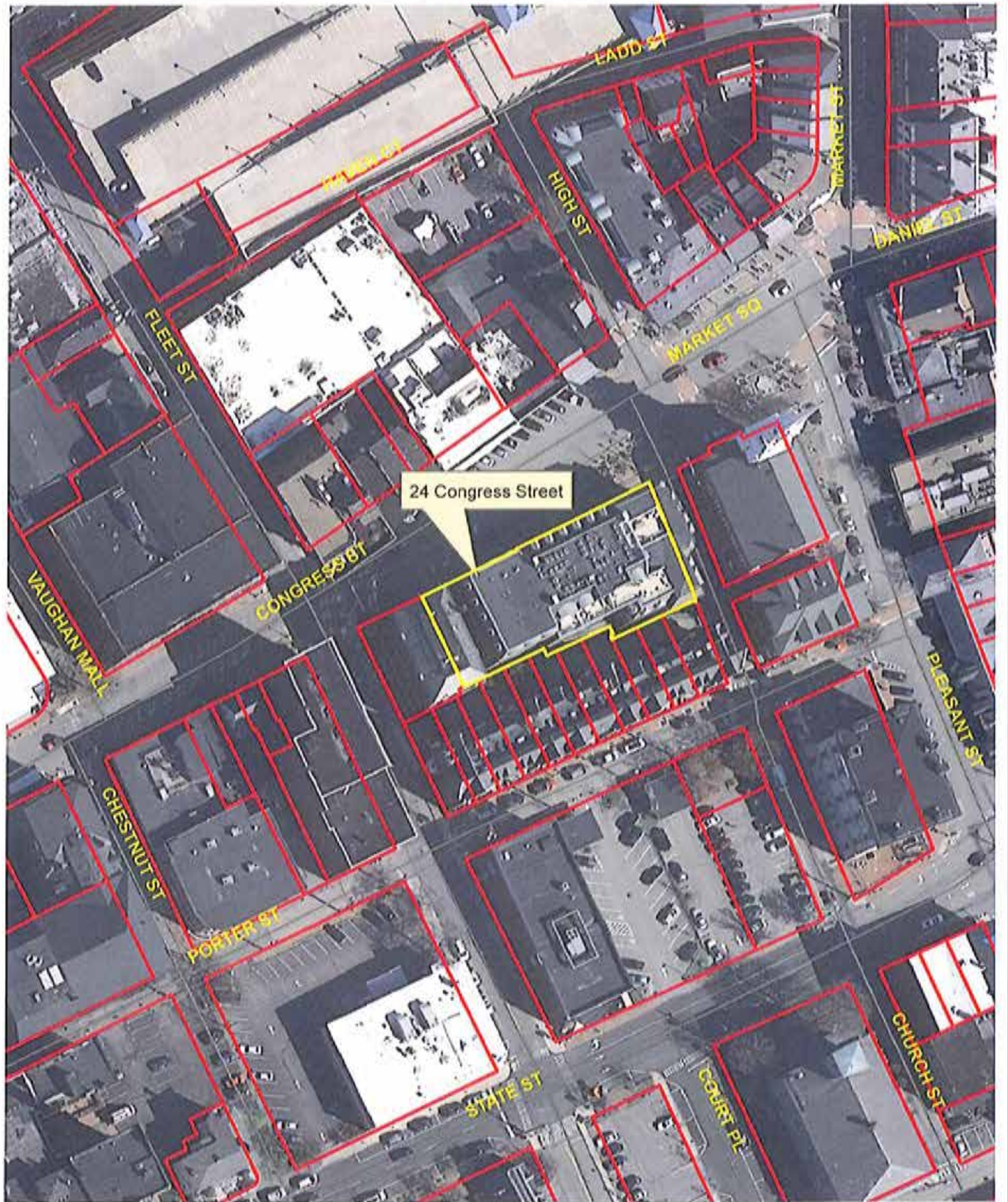
MAY 14 2013

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

Sign dimensions: 48" x 24"
Sign area: 8.0 sq. ft.
Height from sidewalk to bottom of sign: 9'0"
Maximum protrusion from building: 54 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:

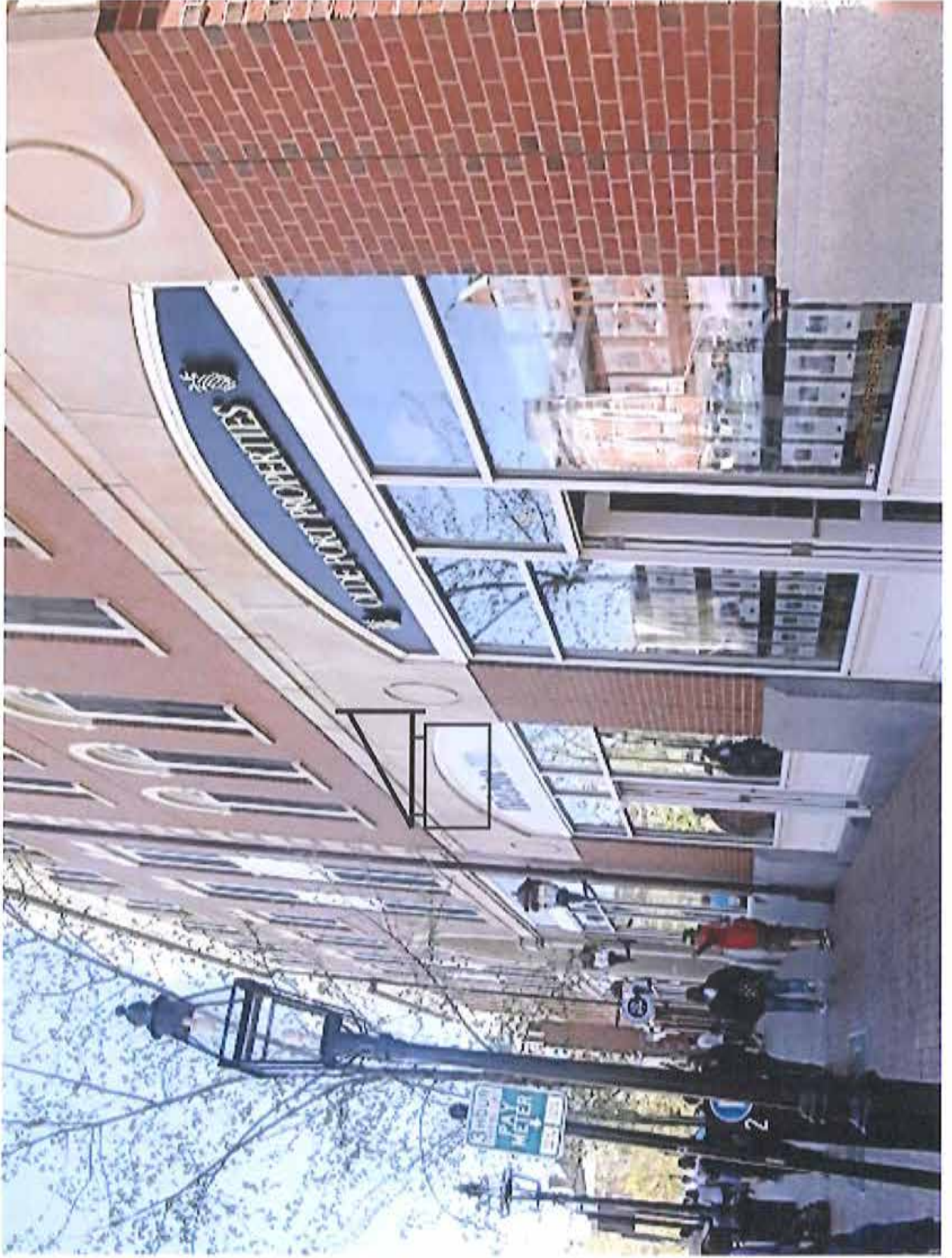
1. The license shall be approved by the Legal Department as to content and form;
2. Any removal or relocation of the projecting sign, for any reason, shall be done at no cost to the City; and
3. Any disturbance of a sidewalk, street or other public infrastructure resulting from the installation, relocation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

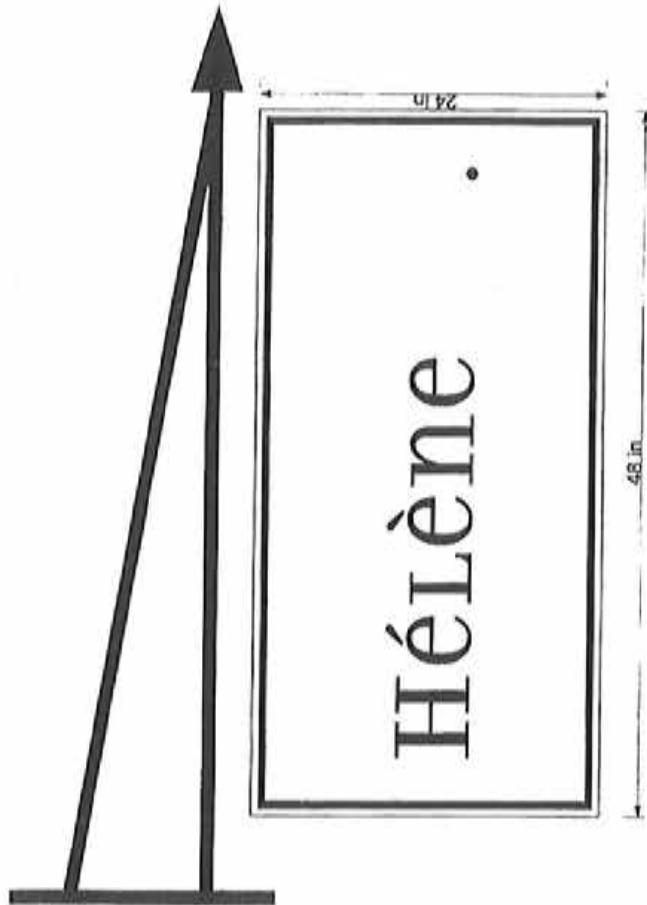


Request for Projecting Sign License 24 Congress Street

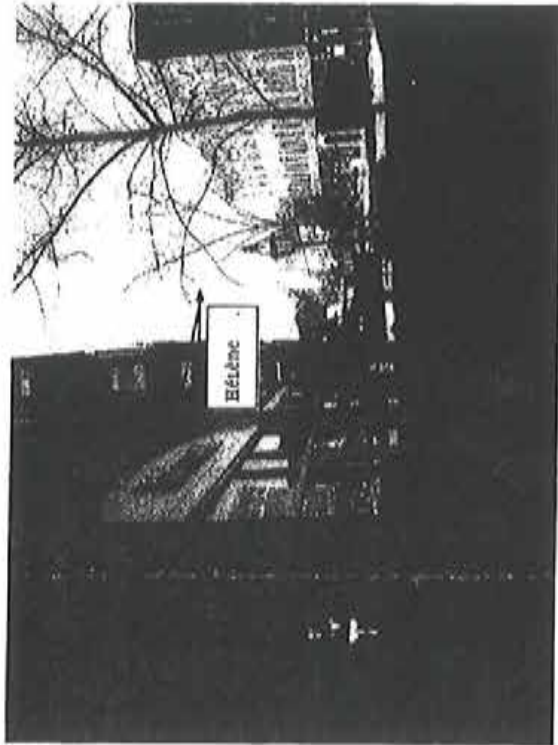
Map produced by Planning Department 5-13-2013

Helene M
24 Congress Street
1 Projecting Sign





6 IN LH



Qty:

SS/DS:

Materials:

Background Color:

Vinyl Color: HP Int Other:

Revision:

PORTSMOUTH
[SIGN]
 COMPANY

Phone: 603-436-0047

email: service@portsmouthsignco.com

All designs and custom artwork remain the property of Portsmouth Sign Company until the order is complete and paid in full.

NOTE: Designs are NOT actual size

All orders under \$100 include 1 revision only. All orders over \$100 include 3 revisions only.

3/26/12

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: May 14, 2013
RE: City Council Referral – Projecting Sign
Address: 601 Islington Street
Business Name: White Heron Tea & Coffee
Business Owner: Timberline Signs

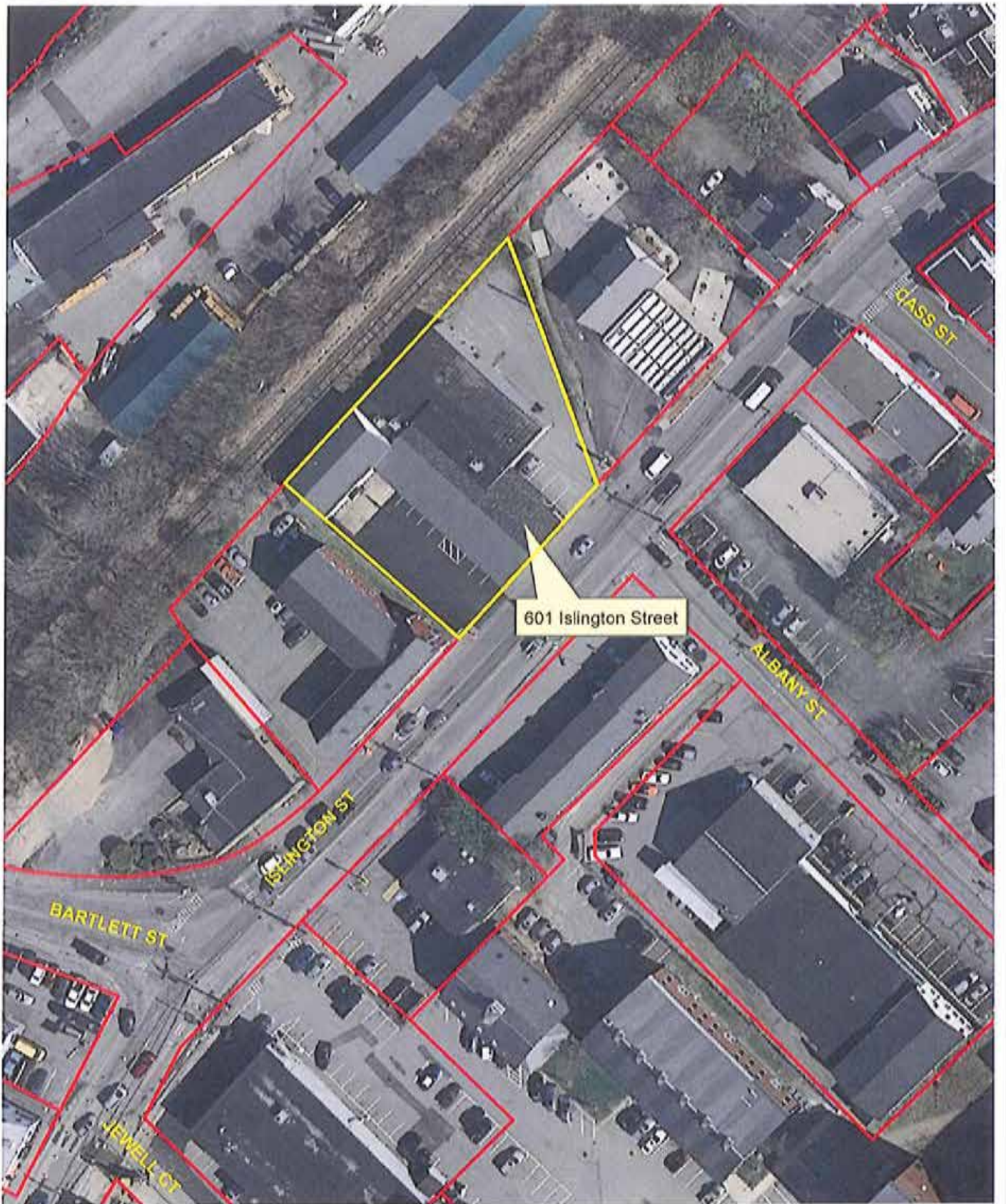
MAY 14 2013

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

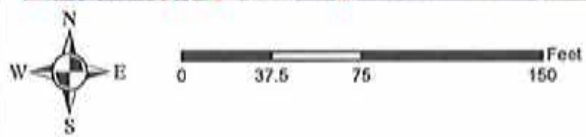
Sign dimensions: 48" x 48"
Sign area: 16 sq. ft.
Height from sidewalk to bottom of sign: 9'5"
Maximum protrusion from building: 60 in.

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.



601 Islington Street



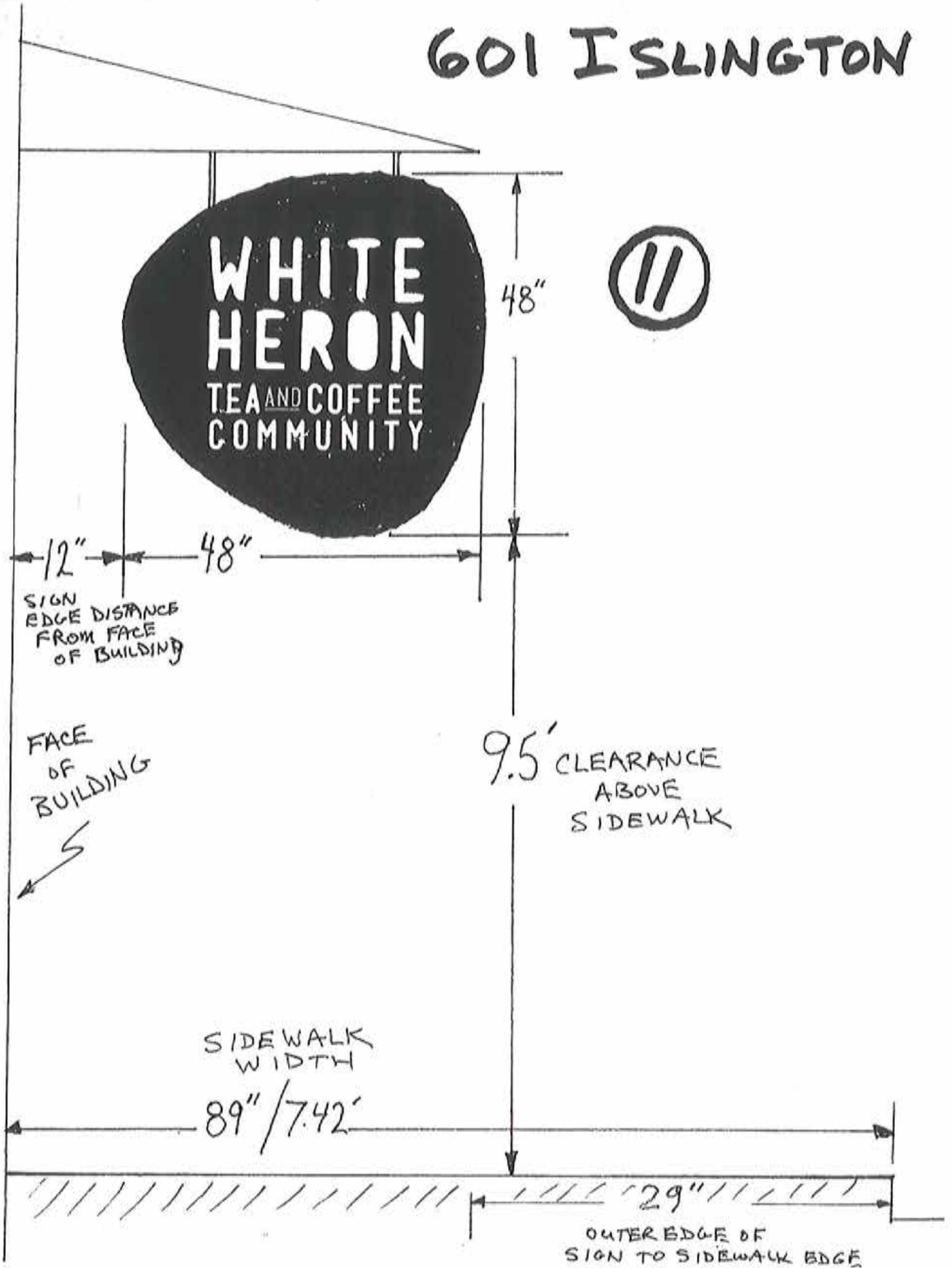
Map produced by Planning Department 5-13-2013

Request for Projecting Sign License
601 Islington Street


White Heron Tea and Coffee Community
601 Islington Street
1 Projecting Sign



601 ISLINGTON



MEMORANDUM

TO: John P. Bohenko, City Manager
FROM: Rick Taintor, Planning Director 
DATE: May 14, 2013
RE: City Council Referral – Projecting Sign
Address: 4 Market Street
Business Name: McHenry Architecture
Business Owner: Steven McHenry

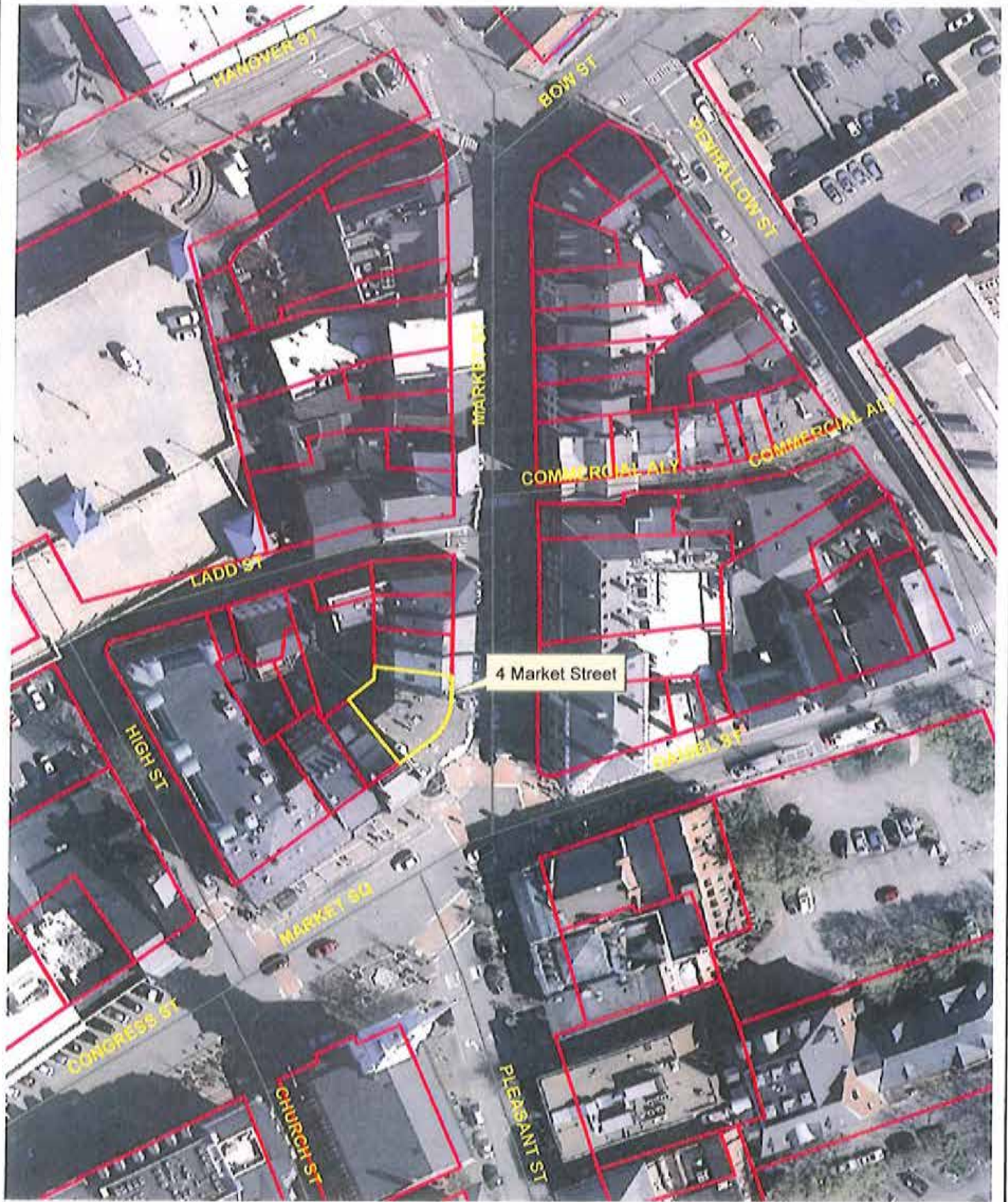
MAY 14 2013

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

Sign dimensions: 12" x 96"
Sign area: 8.0 sq. ft.
Height from sidewalk to bottom of sign: 22'0"
Maximum protrusion from building: 18 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 4 Market Street

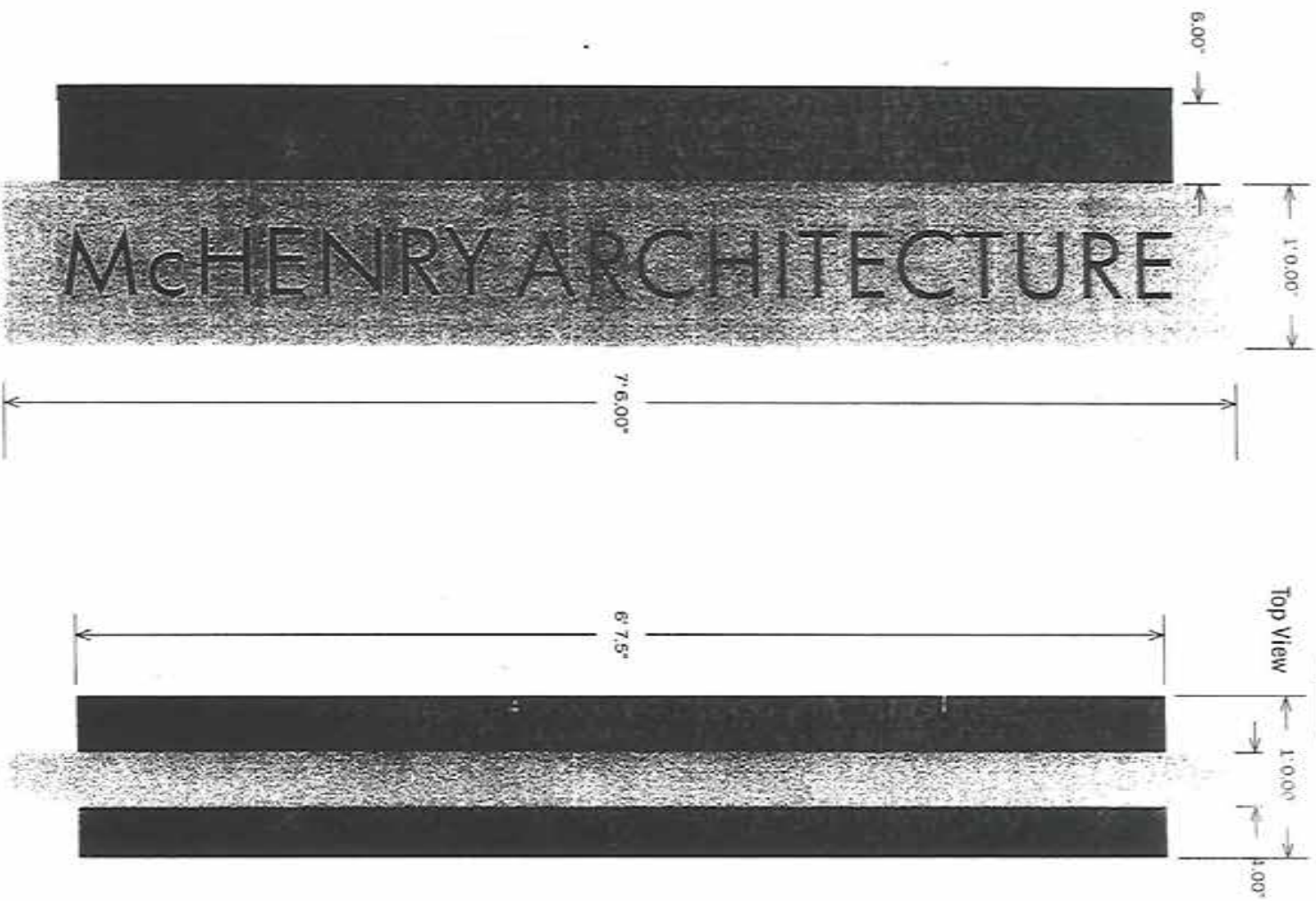
Map produced by Planning Department 5-13-2013

McHenry Architecture
4 Market Street
1 Projecting Sign



Exterior Sign Details

SCALE 1/4" = 1'0"



Elevation - projecting panel

Elevation - side view on building

received
5/7/13

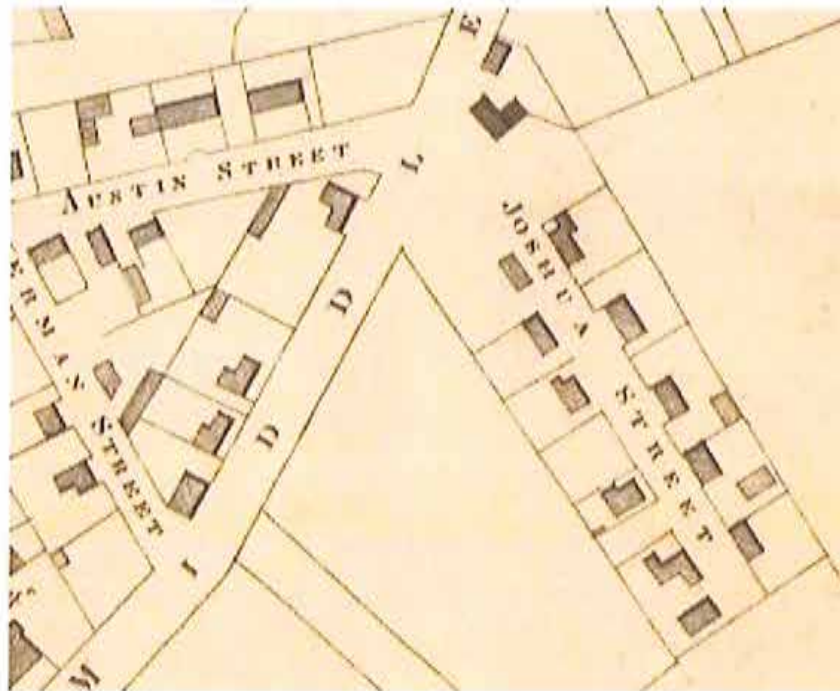
39 Richards Avenue
Portsmouth, NH
May 5, 2013

Portsmouth City Council
City Hall
Portsmouth, NH 03801

RE: Richards Avenue Sidewalks

Honorable Mayor & Council:

We reside at the northern end of Richards Avenue on a lot that was created in 1805 in one of the city's first recorded subdivisions. It was known as Joshua Street at that time. Concurrently, the eastern end of Austin Street, situated opposite Joshua was subdivided and built out. Together with new buildings along Summer Street, these subdivisions comprised the southwestern edge of our community's urban core during the first decade of the 19th century. You can see this on the 1813 map, below.



Several decades passed before Richards Avenue was extended south past Parrott Avenue to the cemeteries. In view of the large number of 200-year old buildings that survived along the northern block of Richards and along the eastern block of Austin, a compelling case can be made that both belong in the Historic District. At present, the district boundaries extend approximately 150 feet north and south from Middle Street.

The purpose of this letter is to request that the city refrain from replacing brick sidewalks along Richards Avenue with concrete.

We have lived here long enough to remember when there were far longer stretches of 19th century brick sidewalk along Richards Avenue. Regrettably, they fell victim to transient real estate speculators¹, and to utility contractors and city crews who, during the course of excavations, replaced brick sidewalks with asphalt. Segments of brick sidewalks survive on Richards, but over the course of the past 30 years, their prevalence has greatly diminished.

On May 1, we returned home to find two envelopes from the City of Portsmouth awaiting us: our property tax bill in the amount of \$3,500, and a letter from City Attorney Sullivan advising us that for an additional payment of \$810, the city would be willing to restore the brick sidewalk along Richards Avenue, that being the same that was destroyed by third party contractors under the watchful eye of city officials. Mr. Sullivan's offer is conditional upon *all* 24 property owners between Middle & Parrott agreeing to such terms. We surmise that Haley's Comet will be returning before such a consensus is achieved.

Now, some would opine that the Council's March 18 vote merely placed the matter in the hands of neighborhood residents. We do not share that view. Three of the 24 property owners between Middle & Parrott are absentee owners of apartment buildings. One, in particular, caters to UNH students who regularly consume large quantities of alcohol before venturing forth to commit random acts of vandalism. The students' rents are steep, and their living conditions are crowded, but they keep returning.

We believe that the fate of our neighborhoods' sidewalks should not be in the hands of out-of-town landlords who promote, and profit from, an Animal House aesthetic. If one were to accept the Council's March 18 logic as sound, then it would make perfect sense to grant the proprietor of the Brewster Arms veto power over improvements in the McDonough Street neighborhood, or to grant the owners of the Page Restaurant a similar prerogative along the Vaughn Mall.

Mr. Sullivan's letter came as a surprise to us, for we had been advised by city staff that our home's location in the Historic District would result in the restoration of our brick sidewalk at no extra charge. Now, at the eleventh hour, concrete seems to be the only choice on the menu.

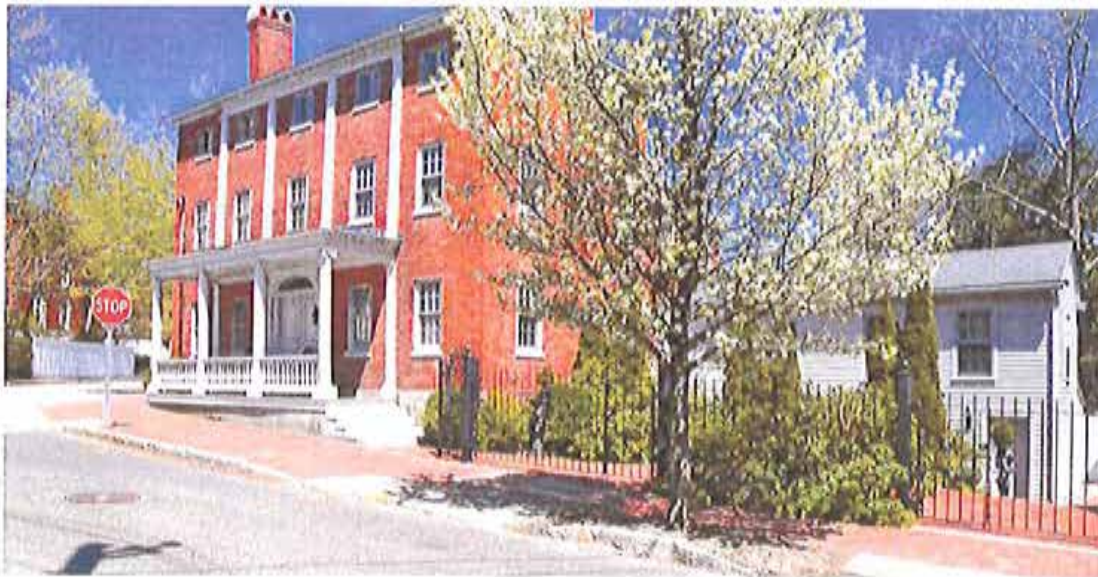
¹ By way of example, a non-resident, real estate speculator brazenly paved over the 19th century brick sidewalk along the entire length of 19 Richards Avenue, in broad daylight. The city turned a blind eye.

In response to my inquiry, Councilor Lown patiently explained that the City Council adopted a new policy (#2010-02) on May 17, 2010 that includes the following provision:

3. Where a sidewalk is located both within the Historic District and outside of the Historic District, the relative portion of the sidewalk that is greater in length shall determine whether the sidewalk shall be brick or concrete.

In order to determine the "relative portion" cited in Section 3 above, one must first determine the length of the sidewalk in question. Mr. Sullivan's letter assumes the length to be one city block (Middle to Parrott), however your policy does not actually state that. Equally compelling interpretations of Section 3 could assert the sidewalk to be as long as an entire street, or as short as the distance from one curb cut to the next. Your policy is so vague as to be indefensible.

Presumably, the purpose of Section 3 is to prevent a clumsy transition from one sidewalk material to the next. In that regard, we would bring your attention to the George Long House, designed in 1811 by the prominent local architect Jonathan Folsom, at 3 Richards Avenue, seen below.



The brick sidewalk sweeps around the corner on a wide, graceful arc. The old (DPW) policy would preserve the bricks. Your March 18 vote will destroy nearly all of them, and it will also result in a brick/concrete transition that is precisely what Section 3 purports to prevent.

Were you envisioning such a result when you cast your vote on March 18?

City Council Policy #2010-02 goes on to state that:

*"the determination of the materials to be used in sidewalk construction repair and replacement **must be made early** (emphasis added) in the design and engineering process.."*

Unfortunately, Mr. Sullivan gives Richards Avenue households until May 15 to get on board with the brick, or face the prospect of concrete. Thus, our role in the city's scheme of things is exactly the opposite of "early." It is more like last minute. It would appear that the city only adheres to those provisions of the policy that are convenient for the city.

We are disappointed by the absence of due process. Admittedly, we were aware that residents situated south of the Historic District intended to lobby the city for brick sidewalks, but we had no reason to believe that any of that would affect those of us who reside within the Historic District. Some in Public Works are also unaware of the new policy, for they repeatedly provided us with advice that is consistent with the old (DPW) policy. The city failed to provide proper notice.

Yet another respect in which due process is not in evidence is the inequitable manner in which the city implemented the sidewalk policy on opposite sides of Middle Street. While Austin's brick sidewalks were preserved, at no additional cost to our Austin neighbors (see Attachment A enclosed), those of us in the Richards section of the Historic District are expected to pony up \$810 (or more) on short notice. How can such an egregious double standard be justified?

Lest you assume that the Council's March 18 implementation of the sidewalk policy will only impact Richards Avenue, we would suggest that you take a close look at the boundaries of the Historic District. There are multiple locations where this issue will rear its head again. And again.

The city's goal of achieving uniformity in sidewalk materials is misguided. The uniform deployment of concrete would make perfect sense if one were striving to improve a garden suburb of Cleveland. But why impose such a standard on our community's historic core? Why?

Among the many charms of Portsmouth's built environment are its authenticity, the diverse range of building materials, the numerous architectural styles, and the intricate overlays of one over the other that comes to pass when one's small urban community has been around for 350 years, and yet somehow managed to emerge from the 20th century relatively unscathed. Transitions in sidewalk materials are an integral part of this rich tableau.

To our way of thinking, the solution to this conundrum is fairly obvious. Simply repeal Section 3 of City Council Policy #2010-02.

In recent years, the city made several policy blunders, great and small, that have the cumulative effect of eroding the historic character of our community. We view the city's push toward sidewalk uniformity as contributing toward that erosion. We hope that you agree, and that you repeal Section 3.

We further urge you to expand the Historic District south to Parrott Avenue and westerly to the intersection of Austin & Summer. The purpose of the district, after all, is to protect our 200-year old neighborhoods. Were the historic district boundaries delineated in a more rational and legally defensible manner, sidewalk issues would be far easier to resolve.

We fully support our neighbors who are situated outside of the Historic District in their quest to preserve and restore their brick sidewalks. They obviously appreciate the fact that they reside in an historic 200-year old neighborhood, even as City Hall inexplicably fails to extend official recognition.

Thank you for your consideration.

Yours truly,



Tom Morgan



Zelita Morgan

cc: Honorable Martha Clark
Portsmouth Advocates
Portsmouth Now!
Richards Avenue Residents Association
Robert Sullivan, Esq.

Attachment A

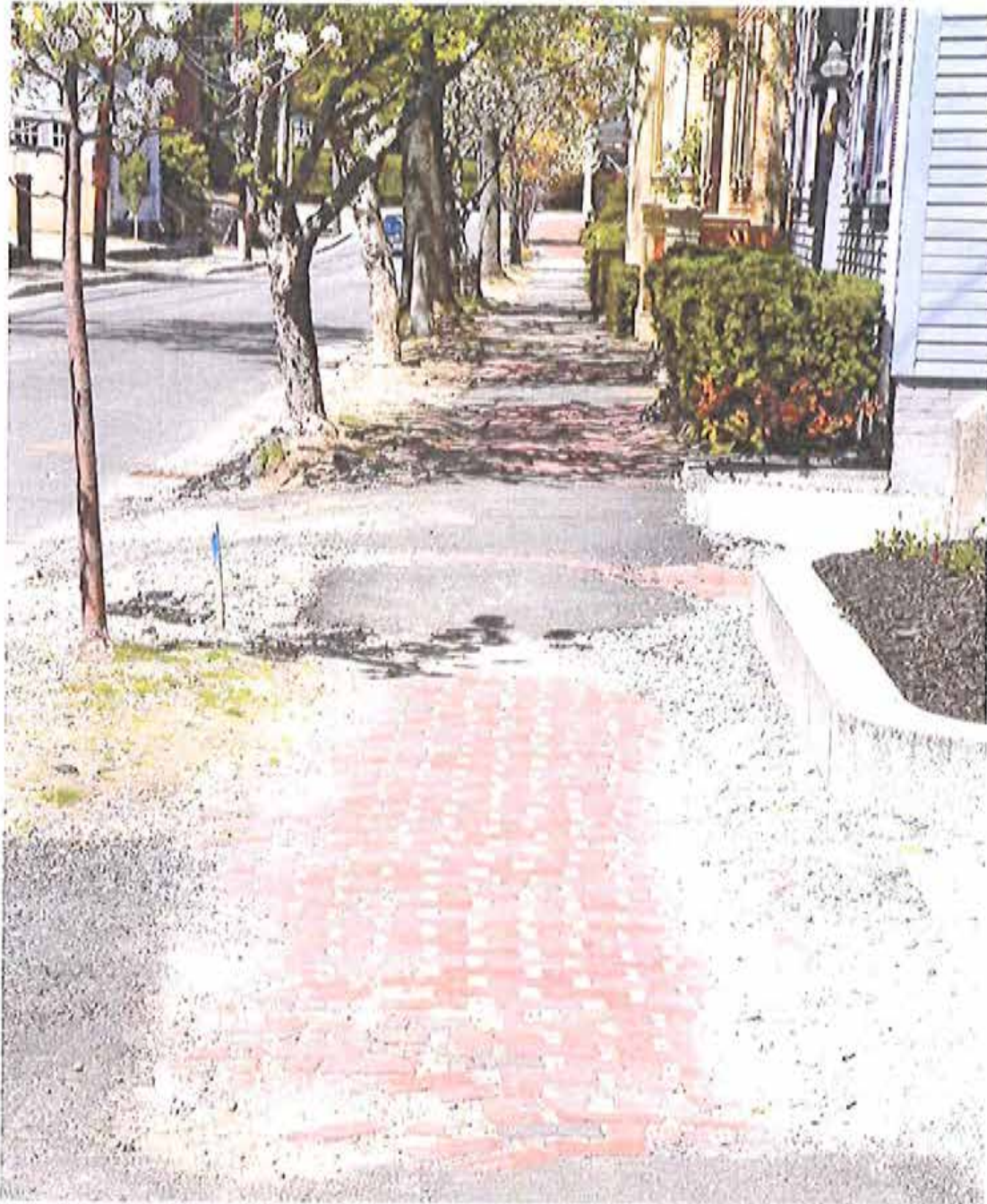
Austin Street



This stretch of Austin Street is 200 years old, but it lies outside of the historic district that is recognized by City Hall. Nevertheless, we are informed that the city restored this brick sidewalk at no charge to Austin Street residents. This Austin Street block is directly opposite Richards Avenue, off the north side of Middle Street.

Attachment B

Richards Avenue



Seen here are five segments of 19th century brick sidewalk that have not yet been destroyed by developers or utility contractors acting at the direction of city officials. The City Council's vote of March 18, 2013 will finish it off.

Attachment C

Pleasant Street



This ancient granite sidewalk does not conform with City Council Policy #2010-02. Accordingly, its days are numbered.

Attachment D

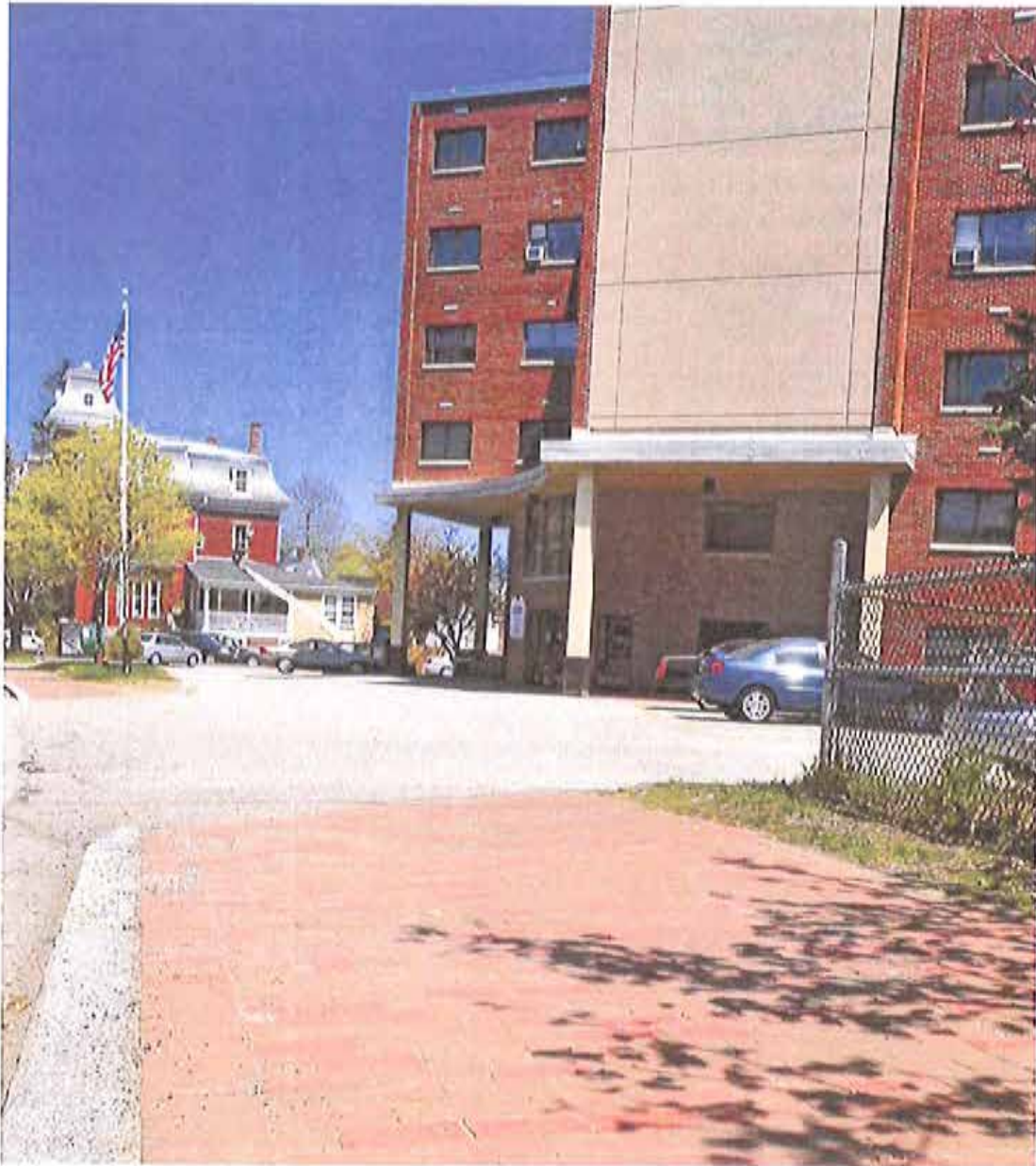
Corner of State & Middle



Seen here are transitions from brick to concrete, and back to brick. The lack of uniformity is a violation of City Council Policy #2010-02, notwithstanding that it was constructed under city supervision. The city hosts hundreds of such non-conformities. We are puzzled as to why the City Council finds transitions in sidewalk materials to be objectionable.

Attachment E

Margeson Apartments



Brick sidewalks were constructed by the city alongside the Margeson Apartments and the Masonic parking lot, consistent with City Council Policy #2010-02. Some have suggested that a concrete sidewalk would have been more appropriate at this location in view of the Margeson's post-modern architectural motif.



CITY OF PORTSMOUTH

CITY COUNCIL POLICY No. 2010 - 02

POLICY REGARDING BRICK SIDEWALKS

WHEREAS, there are aesthetic and cost concerns regarding any municipal decision to construct, repair or replace sidewalks using either brick or concrete; and

WHEREAS, the determination of the materials to be used in sidewalk construction repair and replacement must be made early in the design and engineering process in order to accommodate the City's bidding and contractual policies.

NOW THEREFORE, the City Council adopts the following policy:

- A. Whenever sidewalks are constructed, repaired or replaced in the City the following shall apply:
1. Sidewalks within the Historic District will be brick, with the exception of the following streets which will be concrete:
 - a. Islington Street,
 - b. New Castle Avenue east of Marcy Street,
 - c. Middle Street and Lafayette Road south of Aldrich Road; and
 - d. All streets west of the easterly shore of the North Mill Pond, with the exception of Nobles Island.

(All as shown on Exhibit A attached hereto.)
 2. Sidewalk material for sidewalks located outside the Historic District which have historically been brick will be determined by vote of the City Council.
 3. Where a sidewalk is located both within the Historic District and outside of the Historic District, the relative portion of the sidewalk that is greater in length shall determine whether the sidewalk shall be brick or concrete.
 4. All other sidewalks will be concrete.

This policy shall take effect upon the passage by the City Council.

Adopted by the Portsmouth City Council on May 17, 2010.

Ratified by the Portsmouth City Council on January 17, 2012.

Kelli L. Barnaby, CMC/CNHMC
City Clerk

May 14, 2013

Portsmouth City Council
City Hall
Portsmouth, NH 03801

MAY 15 2013

Dear Mayor and City Council,

I am writing in response to city attorney Robert Sullivan's recent letter regarding the sidewalks at the end of Richards Ave. joining Middle Street. I reside at 51 Richards Ave. and was not aware of the letter until yesterday evening when notified by a neighbor. The tone of this letter is troubling as it purports to offer a choice, when in fact no such choice exists at all. The Congress is more likely to approve a deficit reduction plan with tax hikes and entitlement cuts by June 1 than for multiple homeowners (including absentee landlords) to agree within a short period of time to bear the financial cost for the aesthetic benefit of a brick sidewalk. I and other neighbors called Rick Dolce last year about this project and I don't understand why the decision was put off for so long and now appears rushed.

Please also understand that this end of Richards Ave. is of undoubted historic importance and houses many fine Federal buildings. Such an assembly is rare even in New England and absent in the rest of the country. The street represents one of the first neighborhood extensions of the city and it is baffling how it was left out of the designated historic district in the first place. This block also serves as the gateway for other members of the community as they walk to the library on Parrot Ave., the ball fields, playground and farmer's market at city hall.

I appreciate the need to have policies and rules to follow when implementing projects such as this, but do believe consideration should be give to unique circumstances. The historic district with its arbitrary boundary extends a good ways down this block already. I urge the city to make an exception and complete the project to preserve the character of this important block. It would be a real disappointment to not receive the brick, especially after having had to endure the middle school/recreation center project which has blocked views of downtown and the North church steeple and is brightly lit at night resulting in significant light pollution.

The sidewalks are obviously in serious disrepair and must be fixed. Although I cannot speak for my neighbors, one possible solution would be for the city to honor the current historic boundary line and assess willing homeowners a smaller fee beyond that point. I believe there are several households in a row who might favor this if that were the only option and would at least unify all of the old federal colonials. Whatever is decided, please do not replace and destroy the beautiful curving brick sidewalk as it comes off Middle St. and extends past the George Long house at 3 Richards Ave.


Respectfully,



Stephen Brady
51 Richards Ave.

**CITY OF PORTSMOUTH
PORTSMOUTH, NH 03801**

Office of the City Manager

Date: May 16, 2013
To: Honorable Mayor Eric Spear and City Council Members
From: John P. Bohenko, City Manager 
Re: City Manager's Comments on May 20, 2013 City Council Agenda

Presentation:

1. **Presentation to Public Works Director Steve Parkinson.** On Monday evening, a presentation will be made to retiring Public Works Director Steve Parkinson. Steve has worked for the City for over thirty-one years and was promoted to Public Works Director on January 3, 1989.

During his tenure with the City, Steve was awarded the 2008 American Public Works Association Award, and he was instrumental in the development and management of many projects to name a few:

- Rehabilitated existing wastewater treatment plant from primary treatment to advanced primary within the existing tight site.
- Embarked upon a 10-year sewer separation project to eliminate stormwater from the sanitary sewer system.
- Designed a new water treatment plant to replace the 1950s vintage plant and meet current and future drinking water standards.
- Completed facilities plans for both water and wastewater systems.
- Moved Public Works Department into a new facility through a design-build process with minimal cost to the taxpayers. Performed all normal Public Works operations during transition to new complex.
- Renovated old hospital facility into City Hall, Police Department, Social Service Agency, and Senior Housing Complex.
- Built new Library facility that was the first municipal facility in the State of New Hampshire to attain LEED Certification (Silver).
- Established a pavement management program for the City.

We wish Steve the best in the future.

2. **Presentation to Fire Chief Christopher LeClaire.** On Monday evening, a presentation will be made to Fire Chief Christopher LeClaire on his retirement from the City of Portsmouth. Chief LeClaire served the City of Portsmouth Fire Department for thirteen years. He was appointed as Acting Fire Chief on December 29, 2001 and Fire Chief on October 21, 2002.

During the Chief's tenure with the City, he was instrumental in moving the department forward with implementing:

- An impressive Capital Improvement Program which has provided the department with the replacement of much outdated fleet vehicles, firefighting equipment, radio system improvements, protective clothing, self-contained breathing apparatus (SCBA).
- Served as the City's Emergency Management Coordinator since December 2001 bringing in over \$1.2 million in Homeland Security funds to the City which included a new fire boat equipped with night vision.
- Chaired the Portsmouth Area Emergency Planning Team and has created partnerships with Greenland, New Castle, Newington, and Rye in planning, preparing and responding to region wide disasters.
- The Chief served as Operations Commander for TOPOFF; has led improvement efforts to Station 1 and was a key player in fundraising for the building of the "Vigilance" Firefighter Monument and the restoration project of the Kearsarge Engine.
- Chaired the Committee that built the new Fire Station on Lafayette Road and was instrumental in trying to get funding for Station 3.

We wish the Chief the best in the future.

3. **Update on Coastal Resilience Initiative.** Peter Britz, Environmental Planner/Sustainability Coordinator, will give an update to the City Council regarding the Coastal Resilience Initiative.

Last year the City was successful in obtaining grant funding to study coastal resilience in Portsmouth. The Portsmouth study was one of 6 projects in New England funded by the Gulf of Maine Council on the Marine Environment and the Northeast Regional Ocean Council with funding from the National Oceanic and Atmospheric Administration (NOAA).

Portsmouth's Coastal Resilience project looked at the potential impacts of storm surges and sea level rise in the City, focusing on impacts to buildings, infrastructure and coastal wetlands. The study was completed at the end of March, and information from the study will soon be available on the PlanPortsmouth.com website under "Planning Projects".

The Planning Department has scheduled a community meeting for Wednesday, May 29, where the results of the study will be shared with the public and public input

will be solicited. Department staff will lead this community meeting with assistance from the Coastal Adaptation Workgroup (CAW), a collaboration of New Hampshire public agencies, educational institutions and nonprofit organizations that helps Seacoast area communities prepare for the effects of extreme weather events and other effects of long-term climate change.

4. **Update on Citywide Wayfinding Plan.** Juliet Walker, Transportation Planner, will give an update to the City Council, regarding a Citywide Wayfinding Plan.

The first phase of the City's wayfinding program is under way. The purpose of this phase is to develop a dependable and standardized wayfinding plan that identifies appropriate wayfinding types, messaging, locations, and uniform design. The second phase will include the fabrication and installation of portions of the wayfinding system.

To prepare the wayfinding plan, the City has engaged the consulting firm of Merje, which has worked alongside more than 50 municipal wayfinding programs and has experience involving port cities, historic places and urban downtowns similar to the City of Portsmouth. The consultants and City staff are working with a Wayfinding Advisory Group that includes representatives of the Economic Development Commission, Chamber of Commerce, Portsmouth Historical Society, realtors, the hospitality industry and individual visitor destinations.

The consultant has prepared a draft Wayfinding Analysis Report, which is currently being reviewed by City staff and members of the Wayfinding Advisory Group. This report assesses existing conditions and needs and begins to outline strategies for developing and managing an effective wayfinding system for the City. The consultant has also begun to develop draft concepts to guide the design of wayfinding signage.

To date, two public meetings have been held on the project: an introductory public meeting in February, and a second public meeting on Wednesday, April 24th. At the April 24th meeting, the consultant team presented preliminary draft design concepts for the wayfinding signage system for public review and comment, which is on the PlanPortsmouth.com website.

Items Which Require Action Under Other Sections of the Agenda:

1. **Consideration of First Reading of Proposed Resolution and Ordinance Amendments:**
 - 1.1 **First Reading of Proposed Ordinance Amendment to Chapter 10 – Zoning Ordinance, Article 5 – Dimensional and Intensity Standards and Article 15 – Definitions by inserting the following new Section 10.740 Conditional Use Residential Development.** As a result of the May 6th City Council meeting, under Section VIII of the Agenda, I am bringing back for first reading the attached

proposed Ordinance Amendment to Chapter 10 – Zoning Ordinance, Article 5 – Dimensional and Intensity Standards and Article 15 – Definitions by inserting the following new Section 10.740 Conditional Use Residential Development. Also, attached is a memorandum from Rick Taintor, Planning Director, regarding this matter.

The proposed Conditional Use Residential Development provision would allow up to about 70 dwelling units on the parcel at 1900 Lafayette Road. The provision requires between 1.3 and 1.8 off-street parking spaces per dwelling unit; therefore, a 70-unit development would include between 91 and 126 spaces.

In order to meet the required 50% open space requirement, and assuming that the maximum number of off-street parking spaces is provided in surface lots, 70 dwelling units could be accommodated on the site in 4-story buildings. However, for two-story townhouse or garden apartment units, the maximum possible density (with surface parking) might drop to about 50 units.

For an assisted living center, the draft ordinance requires 1,500 sq. ft. of developable lot area per assisted living unit, which would allow up to about 120 units on the site at 1900 Lafayette Road. The Zoning Ordinance requires the provision of 1 parking space for every two assisted living units, so a 119-unit facility would require 60 parking spaces.

It is important to emphasize that the above numbers are estimates based solely on the standards in the proposed ordinance, and not on any site design concept. The actual potential development under the Conditional Use Residential Development provision may be less than the estimates based on ratios in the proposed ordinance.

I would recommend the City Council move to pass first reading and schedule a public hearing and second reading of the proposed Ordinance, as presented, at the June 3, 2013 City Council meeting. Action on this item should take place under Section VIII of the Agenda.

Consent Agenda:

1. **Request for Licenses to Install Projecting Signs.** Attached under Section IX of the Agenda are the following requests for projecting sign licenses (see attached memorandums from Rick Taintor, Planning Director):
 - Michael Michalski, owner of Helene M for property located at 24 Congress Street.
 - Timberline Signs, owner of White Heron Tea & Coffee for property located at 601 Islington Street.
 - Steven McHenry, owner of McHenry Architecture for property located at 4 Market 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 IX of the Agenda.

City Manager's Items Which Require Action:

1. **Approval of Proposed Employment Agreement for Fire Chief Designee Steven Achilles.** The Fire Commission has approved a four year Tentative Employment Agreement to expire June 30, 2017 with Steven Achilles to serve as Fire Chief. Attached is a copy of this agreement, along with a letter from Thomas Closson, City Negotiator outlining the highlights of this agreement.

I would recommend that the City Council approve the Employment Agreement between Steven Achilles and the Portsmouth Fire Commission for a 4-year term expiring on June 30, 2017.

Informational Items:

1. **Events Listing.** For your information, attached is a copy of the Events Listing updated after the last City Council meeting on May 6, 2013. In addition, this now can be found on the City's website.
2. **Work Session Re: Building Moratorium.** For your information, the Mayor has established a date of Tuesday, May 28, 2013 to conduct a Work Session with the City Council and the Planning Board regarding a building moratorium. The work session will start at 6:30 p.m., in the Eileen Dondero Foley Council Chambers.



Attorneys at Law

Representing Management Exclusively in Workplace Law and Related Litigation

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MIAMI, FL
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NEW YORK, NY
OMAHA, NE
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ORLANDO, FL
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PHOENIX, AZ
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PROVIDENCE, RI
RALEIGH-DURHAM, NC
RICHMOND, VA
SACRAMENTO, CA
SAN DIEGO, CA
SAN FRANCISCO, CA
SEATTLE, WA
STAMFORD, CT
WASHINGTON DC REGION
WHITE PLAINS, NY

Thomas M. Closson
DIRECT DIAL: 603.559.2729
THOMAS.CLOSSON@JACKSONLEWIS.COM

May 1, 2013

Honorable Mayor Eric Spear and City Council
City of Portsmouth
1 Junkins Avenue
Portsmouth, New Hampshire 03801

RE: Proposed Employment Agreement With Fire Chief Steven Achilles

Dear Mayor Spear and Members of the City Council:

I am pleased to recommend for your consideration the enclosed employment agreement with Fire Chief Steven Achilles. The major items in this agreement are as follows:

- Term: 4-Year agreement, expiring on June 30, 2017.
Initial Salary: Grade 27, Step C of the City of Portsmouth Non-Union Salary Schedule (\$106,308 per annum).
COLA Adjustments: On July 1st of each contract year, calculation based on the 10-year rolling CPI-U average.
Automobile: Provision of an automobile suitable for the duties of Fire Chief, which, because the Fire Chief is on-call at all times, may also be used for personal business.
Tuition Reimbursement: Subject to budgetary constraints and prior approval by the Fire Commission, payment for the cost of tuition and textbooks for courses and/or classes that will provide for improved job performance.
Other Benefits: Consistent with those set forth in the collective bargaining agreement between the City of Portsmouth and the Professional Management Association.

If you have any questions or comments, please do not hesitate to let me know.

Sincerely,

Thomas M. Closson
Thomas M. Closson
City Negotiator

CC: John Bohenko, City Manager
Richard Gamester, Fire Commissioner
Dianna Fogarty, Human Resources Director

EMPLOYMENT AGREEMENT

1. Preamble

This Agreement is entered into between the Fire Commission, City of Portsmouth, New Hampshire (hereinafter called "Commission/Board") and Steven E. Achilles (hereinafter called "Employee"). This Agreement is null and void unless approved by the Portsmouth City Council.

2. Employment and Term

The Commission/Board agrees to employ the Employee and the Employee agrees to accept employment in the position of Fire Chief for a 4-year term commencing on June 1, 2013 and ending on June 30, 2017. The Commission/Board and the Employee acknowledge that this is a full-time, year-round position including extensive obligations in the evenings and on week-ends. The Employee agrees to devote all of his professional efforts to the successful fulfillment of the responsibilities to the Commission/Board and the City described in Paragraph 4 below.

3. Salary

Effective June 1, 2013, the Employee shall be placed on Grade 27, step C of the City of Portsmouth Non-Union Salary Schedule, which is One Hundred and Six Thousand Three Hundred and Eight Dollars (\$106,308) per annum, payable in no fewer than twenty-six installments and subject to such deductions as may be authorized or as may be required by law. Except as expressly described herein, the Employee shall not be entitled to any other salary enhancements.

Effective July 1 of 2013, 2014, 2015 and 2016 a COLA adjustment percentage increase shall be computed which shall not be less than 2% nor more than 5%. The COLA Adjustment percentage shall be determined by taking the 10 year average of the CPI-U for the Boston-Brockton-Nashua—MA-NH-ME-CT all items index as computed by the Bureau of Labor Statistics of the US Department of Labor for the most recent 10 calendar years preceding the July 1 adjustment. BLS's calendar year for this index is November through November, it is not published on a December to December basis. The reference base is 1982-1983 equals 100 until BLS updates the reference base at which time the parties agree to adopt the official reference base as used by BLS.

4. Certification

This Section is not applicable to the Fire Chief position.

5. Termination for Cause

This Agreement may be terminated by the Commission/Board at any time for cause,

i.e., failure on the part of the Employee to comply with any term or condition of this Agreement, the laws, rules and regulations of the State of New Hampshire, or the rules and regulations of the Commission/Board, or the City of Portsmouth; or malfeasance, misfeasance, nonfeasance, or insubordination in carrying out the responsibilities of the position as specified in the Municipal Charter of the City of Portsmouth or as directed by the Commission/Board.

Termination for Cause shall take place only following written notification specifying the reasons for termination. Unless the Employee submits to the Commission/Board, within twenty (20) days of receipt of such notification, a written request for a hearing before the Commission/Board, the Agreement shall be considered terminated as of the date which falls thirty (30) days after the Employee's receipt of notification. If the Employee requests a hearing, the Commission/Board shall hold this hearing within twenty (20) days after receipt of such request. The Commission/Board shall render a written decision to the Employee within ten (10) days of the hearing. In the event of a Termination for Cause, the Employee shall receive no severance and no further compensation beyond the last day worked.

6. Termination with Severance Payment

If at any time the Commission/Board in its discretion shall so determine, the Commission/Board may, without cause and with or without prior notice, relieve the Employee of duties under this Agreement. In such event, the Employee shall be entitled to severance benefits. Such severance benefits shall be six month's salary or the balance of the contract, whichever is less. As is set forth above in Section 5, if the termination is for cause, the Employee shall not be entitled to severance benefits. Severance benefits shall not be paid upon the voluntary resignation of the Employee.

7. Termination by Mutual Consent/Voluntary Resignation

This Agreement may be terminated at any time by mutual consent of the Commission/Board and the Employee or by voluntary resignation of the Employee. In the event the Employee voluntarily resigns before the expiration of the term of this Agreement or any renewal thereof, the Employee shall give the Commission/Board thirty (30) days written notice in advance of such resignation. In the event of voluntary resignation, the Employee shall not be eligible for severance benefits.

8. Severance Constitutes Release

The acceptance by the Employee of the severance benefits provided under this Agreement shall constitute a full and complete release of any other rights, claims, or causes of action whether in law, equity or otherwise, that the Employee may have against the Commission/Board, the City of Portsmouth, and the employees, elected or appointed officials, officers, agents, representatives and attorneys of such entities.

9. Benefits

Except as otherwise provided herein, the Employee's fringe benefits shall be established by the collective bargaining agreement currently in place between the City of Portsmouth and the Professional Management Association. The exceptions shall be described in detail in Section 10 below.

10. Exception to Benefits in Section 9.

In lieu of or in addition to the compensation enumerated in Section 9, the Employee shall also be entitled to the following:

- a. The Fire Chief shall be provided with a suitable automobile for use in the performance of his duties under this Agreement. Recognizing that the Fire Chief is on-call at all times, it is understood that the automobile may also be used for personal business.
- b. Subject to budgetary constraints, the City agrees to cover the cost of tuition and textbooks for courses and/or other classes that would provide for improved job performance as part of a career development program. Prior approval by the Fire Commission of any and all courses is required. If the Employee fails to successfully complete the course and/or class with a final passing grade, he will be required to reimburse the City for the entire cost of tuition and textbooks.
- c. The City recognizes that certain expenses of a non-personal and generally job-related nature will be incurred by Employee, and hereby agrees to reimburse or to pay said general expenses upon receipt of duly executed expense vouchers, receipts, statements or personal affidavits, subject to budgetary authorization to be approved by the Fire Commission as an element of the annual Department budget.
- d. The City hereby agrees to pay, within budgetary constraints and subject to the approval of the Fire Commission, the professional dues and subscriptions of the Employee necessary for his continuation and full participation in national, regional, state and local associations and organizations, necessary and desirable for his continued professional participation, growth and advancement.

AGREED: The parties below acknowledge that this Agreement is subject to the approval of the Portsmouth City Council without which approval this Agreement is without force and effect.

For the Commission/Board:

Employee:

Date: _____

Date: _____

Approved by the Portsmouth City Council:

Date

Certified by the City Clerk

City Clerk

Event Listing by Date

Starting Date: 5/ 6/2013

Ending Date: 1/14/2014

Start End	Type Description	Location	Requestor	Vote Date
5/11/2013 5/11/2013	ROAD RACE Kimberly McGlinchey and Deirdre Barrett are the contacts for this event. They can be reached at Portsmouth High School 436-7100. This event begins at 1:00 p.m. and ends at 3:00 p.m.	Pease Tradeport	ECO Club - Portsmouth High Sch	1/22/2013
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
5/17/2013 5/17/2013	BIKE TOUR Josh Pierce is the contact for this event. This event is from 7:00 a.m. to 10:00 a.m. at Popovers.	Market Square - Popovers	Seacoast Area Bicycle Routes	4/15/2013
5/18/2013 5/19/2013	BIKE TOUR Kelly Sicard is the contact for this event.	Pease Tradeport	Breathe New Hampshire	2/ 4/2013
5/18/2013 5/18/2013	MARCH Contact: Jill Teeters, Community Director at (603) 573-9552. Event will be held at Little Harbour School.	Little Harbour School	March of Dimes	3/18/2013
5/18/2013 5/18/2013	ROAD RACE Doug Bates is the contact for this event. He can be reached at 610-5513. This race is down and back on Lang Road, at 9:00 a.m.	Lang Road	Veterans Count Race - GPCC	4/ 1/2013
5/26/2013 5/26/2013	ROAD RACE Jeanine Sylvester is the contact for this event - 430-1212. The event begins and ends at the Redhook Ale Brewery, at 11:00 a.m.	Redhook Ale Brewery - Pease Tradeport	Runner's Alley	1/22/2013
6/ 2/2013 6/ 2/2013	ROAD RACE Kristen Lyons is the contact for this event. It begins at 11:00 a.m. at Pease Tradeport. This event was originally scheduled for May 19th.	Pease Tradeport	Sexual Assault Support Service	2/ 4/2013
6/ 8/2013 6/ 8/2013	ROAD RACE Barbara Massar is the contact for this event. This event begins and ends at Market Square. This is the Market Square Race and Market Square Day Festival.	Market Square - Road Race and Festival	Pro Portsmouth	9/ 4/2012
6/ 9/2013 6/ 9/2013	ROAD RACE John Martin is the contact for this event. This event begins and ends at Little Harbour School, with a starting time of 8:30 a.m. Registration is 7:30 to 8:00 a.m. From the school following route 1B to 1A and turning back on the same route at North Beach, N. Hampton. Event should finish by 12:30 p.m.	Little Harbour School - start and finish	Seacoast Bike Ride	12/ 3/2012
6/15/2013 6/15/2013	FUND Aylssa Salmon is the contact for this event. Telephone number 430-1140 ex. 14.	Pleasant Street	Big Brothers Big Sisters of th	4/ 1/2013
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

Event Listing by Date

Starting Date: 5/ 6/2013

Ending Date: 1/14/2014

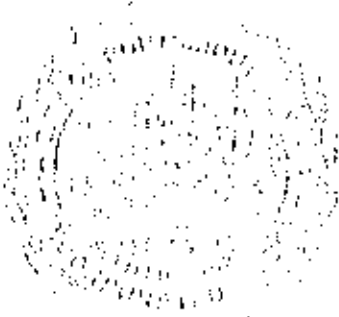
Start End	Type Description	Location	Requestor	Vote Date
6/22/2013 6/23/2013	ROAD RACE Contact: Garfield Jones of Fattman Productions at (617) 916-2002 or Garfield@fattmanproductions.com. This is the Cambridge, MA based Community Running Association in conjunction with the New England Chapter of the American Liver Foundation 24 hour relay.	Along Seacoast Route 1A, South Street, Municipal P	Fattman Productions	1/ 7/2013
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/ 4/2013 7/ 4/2013	ROAD RACE Contact: Dave Abbett. This 5K event is at the Pease Tradeport.	Pease Tradeport	Sub 5 Race Management	1/ 7/2013
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
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/ 1/2013 8/ 1/2013	ROAD RACE Justin Finn is the contact for this race. This race begins at Peirce Island at 6:00 p.m. This is part of the Greater Portsmouth Chamber of Commerce Community Road Races.	Peirce Island - Prescott Park Course	Portsmouth Rotary Club Thunder	12/17/2012
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/ 8/2013 9/ 8/2013	ROAD RACE Thomas Martin is the contact for this event. This event begins and ends in downtown.	Downtown	Portsmouth Criterium	2/ 4/2013
9/14/2013 9/14/2013	ROAD RACE Community Road Race Series Doug Bates is the contact.	Little Harbour School	BreastCancerStories.org	12/17/2012
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

Event Listing by Date

Starting Date: 5/ 6/2013

Ending Date: 1/14/2014

Start End	Type Description	Location	Requestor	Vote Date
9/28/2013 9/29/2013	FESTIVAL David Hallowell is the contact for this event. This event is from Noon to 6:00 p.m. in front of the RiRa Pub and Breaking New Grounds.	Pleasant Street	Portsmouth Maritime Folk Festi	2/ 4/2013
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
9/29/2013 9/29/2013	WALK Contact: Caitlyn Mosher Ellis (617) 393-2092. Strawberry Banke - Walk site opens at 8:30 a.m. for registration, the Walk kicks off at 10:00 a.m. and clean up by 1:00 p.m. The 1.3 and 2.7 mile routes will both go through the downtown are (using Congress Street).	Walk begins and ends at Strawberry Banke	Alzheimer's Association	1/ 7/2013
10/12/2013 10/12/2013	ROAD RACE This is a collaborative race with the Community Child Care. Contacts for this event are Ben Anderson of Prescott Park (436 -2848) and Catherine Edison of Community Child Care Center (422-8223). This is part of the GPCC road race series.	Little Harbour School - Start and Finish	Prescott Park Arts Festival/Co	3/ 4/2013
11/28/2013 11/28/2013	ROAD RACE Community Road Race Series Doug Bates is the contact.	Peirce Island	Seacoast Rotary Club Turkey Tr	12/17/2012
1/ 1/2014 1/ 1/2014	ROAD RACE Community Road Race Series Doug Bates is the contact.	Little Harbour School	Great Bay Services	12/17/2012



CITY OF PORTSMOUTH, N.H.
BOARDS AND COMMISSIONS

MAY 10 2013

APPOINTMENT APPLICATION

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

Committee: HISTORIC DISTRICT COMMISSION Renewing applicant

Name: JOSEPH ALMEIDA Telephone: 603-502-8605

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

Street address: 103 HIGH STREET PORTSMOUTH NH

Mailing address (if different): _____

Email address (for clerk's office communication): JALMEIDA NH @ GMAIL.COM

How long have you been a resident of Portsmouth? 20 YRS

Occupational background:

ARCHITECTURAL CONSULTANT / PROJECT MGR.
(PLEASE SEE RESUME ENCLOSED)

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

Reasons for wishing to continue serving: PORTSMOUTH IS AT A
CRITICAL MOMENT IN ITS DEVELOPMENT, AND
I CONTINUE TO BE PASSIONATE ABOUT
PROTECTING OUR VERY SPECIAL CITY.



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

PISCATAQUA SAVINGS BANK - BOARD MEMBER

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

1) MARTIN RYAN 221 WOODBURY AVE 603.502.8635
Name, address, telephone number

2) RICK WALLACE PRES. PISCATAQUA SAVINGS BANK
Name, address, telephone number 603.436.5250

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:  Date: 4/20/2013

CITY CLERK INFORMATION ONLY:

New Term Expiration Date: 6-1-16

Annual Number of Meetings: 19 Number of Meetings Absent: 2

Date of Original Appointment: 8-6-07 (A14)
12-19-11 (Reg)

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

Joseph J. Almeida

jalmeidanh@gmail.com 603-502-8605

Statement **Project Manager / Owners Representative** with 17 years of experience in the design, management and delivery of detailed construction projects of the highest quality, ranging in value from 1 million to 60 million dollars, for New England's most prestigious clients.

Typical project responsibilities include:

- Selection and coordination of Architects, Designers, Construction Managers, and Consultants.
- Define, develop and manage the project scope, schedule, and budget.
- Manage the design team and owner to develop a responsible, well-documented design within project budget.
- Oversee construction activity; review of all work prior to owner acceptance, and coordinate punch lists and close-out documentation.
- Expedite critical path decisions.
- Be the point of contact for all institutional staff, design and construction team, local governing agencies, vendors and inspectors.

Relevant Projects **Department of Defense, United States Navy, NAVFAC MIDLANT** , *February 2011-current*
Architect and Project Manager (This position requires D.O.D. security clearance)
Building 174, is a 160,000 s/f waterfront support facility, at the Portsmouth Naval Shipyard. B174, houses over 2,000 critical personnel responsible for the overhauling of Virginia class nuclear submarines. This LEED silver project has been identified as the most critical undertaking in recent years at PNSY. Valued at over 42 million dollars, this renovation project has been designed to accomplish great improvements to building energy efficiency, and to workflow production. Responsibilities as Lead Project Manager include coordination of government entities, Architect / Engineering team, 2000 building tenants, labor union representatives, and PNSY leadership.

New England Aquarium, Boston, MA *November 2001 - August 2010*

Responsible for several very complicated and challenging projects that required a great deal of communication and consensus from a very large and sometimes divided staff and administration. Negotiated with project team of designers, consultants, and contractors to problem-solve and coordinate construction activities within the aquarium minimizing impact to the animals and staff and ensuring a high-quality visitor experience. Maintained project budget, reviewed and approved requisitions from designers, consultants and contractors. Monitored compliance with applicable permits and agreements, and reviewed work prior to owner acceptance. Coordinated punch lists, warranty materials, instruction manuals, staff training, and start-up operations. Select projects include:

- **IMAX Theater**, a new \$20M theater on Central Wharf in Boston.
- **New Balance Marine Mammal Center Pavilion**, a new \$11M exhibit on Boston's waterfront.
- **Long Island Pavilion**, an open-air pavilion used for summer camp programs.
- **Giant Ocean Tank Life Support Systems Upgrade.**
- **Offsite Holding Facility and Rehabilitation Center.**

Grace Residence, Weston, MA *November 2001 - August 2008*

Project management, architectural and interior design services for a \$41M - 30,000 s/f single family residence on nearly 14 acres. Highly detailed design work and construction administration with a very involved owner insisting on the highest level of quality throughout a world-class luxury estate.

Simmons College, Boston, MA *January 2006 - December 2006*

Project management support for the new \$60M School of Management Building. Acted as temporary project manager, while the client conducted a search for a full time staff member to fill the role of Manager. Project included 4 levels of underground parking, beneath a multi-story classroom building, on the campus quad.

Joseph J. Almeida

jalmeidanh@gmail.com 603-502-8605

Harvard University, Cambridge, MA March 2005 - November 2006

Coordination with all campus departments for design and construction activity on campus for multiple projects.

Select projects include:

- **Hilles Library**, \$4.5M interior renovation of quad building.
- **Canaday Hall, Thayer Hall, Holworthy Hall**, renovations to historic yard buildings for student social spaces.
- **Holyoke Center**, \$1.5M mechanical upgrade to tenant space.
- **Office of Controller Relocation**, \$1.5M tenant improvement.

Museum of Fine Arts, Boston, MA April 2003 - April 2005

As a full time consultant Project Manager, responsibilities included management of the design and construction of several complex institutional department relocations, necessary for the demolition of the East wing, and subsequent construction of the new American Arts Wing.

Project management responsibilities included; leading weekly meetings with department supervisors (including Deputy Director, Collections Manager, Facilities Director, and Head of Security) to manage issues related to the design and construction of projects; issuing RFP's and negotiating contracts; procuring materials and equipment; and coordinating Architects and Contractors, and staff, to bring projects to successful completion.

Select projects include:

- **Relocation of Museum Archives.**
- **New Cold Storage Room and Silver Vaults.**
- **Visual Archives and Department Relocation.**
- **New Textile Conservation Laboratory and Textile Fashion Arts Studio Renovations.**
- **Works on Paper Conservation and Matting and Framing Studio Renovations.**

St Mark's School, Southborough, MA December 2001 - June 2003

Project Manager/Owners Representative for the design and construction of several projects on campus, including:

- **Center for the Arts**, a new 500-seat performance hall, including supports spaces, practice and class rooms.
- **Admissions Corridor Renovations**, upgrades to the original historic main building on campus.
- **Squash Courts Renovation**, a complete removal and rebuild of the squash courts facility interior,

Winsor School, Boston, MA June 2002 - April 2003

Project Manager/Owners Representative for the design and construction of several projects on campus.

Responsibilities included; coordination with Staff, Business Manager, Director of Facilities, and owner vendors.

Represent owners interest in all design, and construction meetings, and review all contractor activities onsite ensuring student safety.

- **New Dining Hall and Kitchen.**
- **New Facilities Garage and Offices.**
- **New Science Wing**, including renovations to existing labs in the science building.

Shore Country Day School, Beverly, MA November 2001 - September 2002

Project Manager/Owners Representative for the design and construction of several projects on campus, including:

- **New Dining Hall and Kitchen.**
- **New Athletic Facility.**
- **Winslow Building**, a complete renovation to a registered historic structure on campus.

Joseph J. Almeida
jalmeidanh@gmail.com 603-502-8605

Firm Experience **JSA Inc. Architecture Planning Interior Design, Portsmouth, NH** *April 1994 - April 1999*
Project Architect responsible for design and production of construction documents with focus on construction administration and client relations.

Tsoi / Kobus and Associates Architects, Cambridge, MA *August 1991 - April 1994*
Intern Architect responsible for document production on large-scale hospital projects.

Education **Wentworth Institute of Technology, Boston, MA**
Bachelor of Architecture 1991,
Associate Degree in Engineering 1988

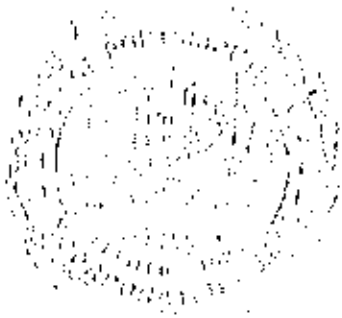
**Boards/
Volunteer** **City of Portsmouth New Hampshire**
Historic District Commission – Chairman

Piscataqua Savings Bank, Portsmouth, NH
Member- Board of Corporators

Strawbery Banke Museum, Portsmouth NH
Provided pro-bono consulting services for R3P Master Plan, for a \$5M renovation to 12 historic structures on campus and upgrades to all major utility infrastructures.

South Meeting House Renovation, Portsmouth, NH
Community liaison representing the South End neighborhood of Portsmouth for the renovation of an 18th century meeting house.

Personal Husband to Jennifer Almeida, and Father to Jane (10), and Josie (8).



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: HDC

Renewing applicant
MAY 13 2013

Name: Tracy Kozak Telephone: 603 731 5187

Could you be contacted at work? YES NO - If so, telephone # 436 2551 x 253

Street address: 28 Walden St

Mailing address (if different): _____

Email address (for clerk's office communication): TKOZAK@JSAINC.COM

How long have you been a resident of Portsmouth? 18 1/2 years

Occupational background:
Architect

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

Reasons for wishing to continue serving: Recently elected
vice chair + committed
to serving the city as
best I can with skills/interests
I ~~do not~~ have experience with.

OVER
➔

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

AIA
ABC (LEED)

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

- 1) Sandy Dika, Macey St, Portsmouth
Name, address, telephone number
- 2) Joe Almeida, High St, Portsmouth
Name, address, telephone number 433-502-8605

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: Gregory Kopak Date: 5-13-2013

CITY CLERK INFORMATION ONLY: _____ |

New Term Expiration Date: 6-1-16

Annual Number of Meetings: 19 Number of Meetings Absent: 1

Date of Original Appointment: 6/9/07

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: Portsmouth Historic Board Renewing applicant

Name: Daniel T. Rawling Telephone: 603-430-4013

Could you be contacted at work? (YES/NO - If so, telephone # 430-4013)

Street address: 411 Middle St. - Portsmouth

Mailing address (if different): _____

Email address (for clerk's office communication): dan@rawlingdesign.com

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

Occupational background:

30+ yrs. in Architecture & Landscape Design - principal - Rawling Design Assoc,
Facility Planning - Concord Academy - Concord, MA
Development + Planning - Appleton Trust, Lowell MA + Wheeler Barlow Architects Lowell
NATIONAL PARK SERVICE - Preservation & Planning - Lowell, MA

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

Reasons for wishing to continue serving: My initial appointment was a short
term completion of another term - I feel I am now oriented & better
able to be effective than previously - It utilizes skill sets that
I possess and desire to share with my Community - I believe in the
importance of the Historic Board's mission & the importance of citizen participation

OVER
➔

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

Selectman - Ward 2

(Previously) - Portsmouth Historical Society, Portsmouth Advocates,
Portsmouth Listens, Sustainable Portsmouth, Piscataqua Sustainability
Initiative, Sustainability Fairs

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

(Portsmouth references preferred)

1) Martha Fuller Clark - 152 Middle St. - Portsmouth 603-428-6939
Name, address, telephone number

2) Richard Adams - 75 Kent St. - Portsmouth 603-428-4445
Name, address, telephone number

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Signature: 

Date: 04.22.13

CITY CLERK INFORMATION ONLY:

New Term Expiration Date: 06-01-2016

Annual Number of Meetings: 17 Number of Meetings Absent: 1

Date of Original Appointment: 3-5-12 (Filled unexpired term)

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: Historic District Commission Renewing applicant

Name: Jonathan Wyckoff Telephone: 436-4863

Could you be contacted at work? YES NO - If so, telephone# 431-8669- 735-9224

Street address: 135 Sparhawk St.

Mailing address (if different): _____

Email address (for clerk's office communication): JONM WYCKOFF @ G-MAIL.COM

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

Occupational background:

- CONSTRUCTION MANAGEMENT + SUPERVISION
- LT. COMMERCIAL + RESIDENTIAL CONTRACTOR

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

Reasons for wishing to continue serving: BECAUSE OF THE INCREASE IN CONSTRUCTION ACTIVITY IN THE DISTRICT I FEEL MY EXPERIENCE IS HELPFUL,

OVER
➔

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

PORTS HISTORICAL SOCIETY
N.H. HISTORICAL SOCIETY
PORTSMOUTH ATHENAEUM
HISTORIC NEW ENGLAND
WYCKOFF HOUSE ASSOCIATION

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

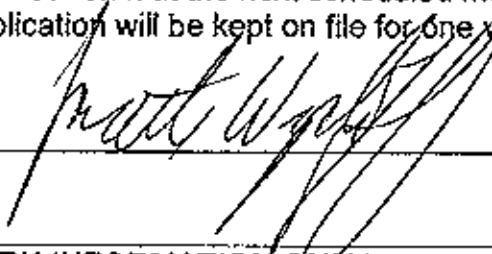
(Portsmouth references preferred)

1) Cynthia Smith 766 Deonett 433-8851
Name, address, telephone number

2) William Gindoff 229 Clinton 427-2550
Name, address, telephone number

BY SUBMITTING THIS APPLICATION YOU UNDERSTAND THAT:

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

Signature: 

Date: 4-29-13

CITY CLERK INFORMATION ONLY:

New Term Expiration Date: 6-1-2016

Annual Number of Meetings: 19 Number of Meetings Absent: 1

Date of Original Appointment: 7-11-05 (AM) 6/9/07 (Reg. mbr)

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



CITY OF PORTSMOUTH, N.H.
BOARDS AND COMMISSIONS

APR 19 2013

APPOINTMENT APPLICATION

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

Committee: RECREATION BOARD Renewing applicant

Name: KORY SIRMAIAN Telephone: 603-828-2253

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

Street address: 1133 WOODBURY AVENUE

Mailing address (if different): SAME

Email address (for clerk's office communication): K.SIRMAIAN@BOARDSMCTIONS.COM

How long have you been a resident of Portsmouth? 11 YEARS

Occupational background:

CURRENT - DISTRICT MANAGER, BOB'S STORES
FORMER - VP/GENERAL MANAGER, MACY'S
FORMER PROFESSION - PARTNER IN CPA FIRM.

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

Reasons for wishing to continue serving: I WISH TO SERVE ON THE CITY OF PORTSMOUTH RECREATION BOARD SO WE MAY CONTINUE TO IDENTIFY AND MEET THE RECREATION NEEDS OF OUR RESIDENTS. DURING MY TENURE, OUR BOARD PROVIDED THE NECESSARY SUPPORT TO THE CITY COUNCIL TO RELOCATE THE ALUMNI/VENTNOR SOFTBALL FIELD, CONSTRUCTED THE CONNIE BEAN GYMNASIUM AS PART OF THE MIDDLE SCHOOL RENOVATION, RENOVATED BOTH THE HISLUP AND PLAINS BASEBALL FIELDS AND PLAYGROUNDS, AND HIRED A COORDINATOR OVER
→
TO PROVIDE ESSENTIAL SERVICES TO OUR SENIOR CITIZENS I WOULD LIKE THE OPPORTUNITY TO FURTHER IMPROVE OUR RECREATION PROGRAM OFFERINGS SO

6/27/2012

EACH OF OUR RESIDENTS HAS THE ABILITY TO LEAD A HEALTHY, ACTIVE LIFE.

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

- FORMER LITTLE LEAGUE COACH - PORTSMOUTH LITTLE LEAGUE
- RECREATION BASKETBALL COACH - PORTSMOUTH (1-5 GRADE) AND MIDDLE SCHOOL
- FORMER PORTSMOUTH YOUTH FOOTBALL COACH - PORTSMOUTH LITTLE CLIFFS
- MEMBER - PORTSMOUTH COUNTRY CLUB, GREENLAND, NH

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

- 1) CARL DIEMER RECREATION BOARD CHAIRMAN, 603-427-451 (CELL)
Name, address, telephone number
- 2) TOM FERRINI, FORMER MAYOR OF PORTSMOUTH, 603-812-101 (CELL)
Name, address, telephone number

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

Signature: Kory Simonian Date: 4/1/13

CITY CLERK INFORMATION ONLY: _____

New Term Expiration Date: 9-1-2016

Annual Number of Meetings: 5 Number of Meetings Absent: 0

Date of Original Appointment: 11-22-2010

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

Kory J. Sirmaian, CPA
1133 Woodbury Avenue, Portsmouth, NH 03801
sirmaian@comcast.net
Home: 603-373-0494
Cell: 603-828-2253

Bob's Stores
District Manager
Boston, MA District
January 2007-Current

- Overall P & L responsibility for 11 Bob's Stores in Boston, MA District with a projected annual sales volume of \$110 million.
- Oversee 11 Store Managers, 22 Senior Managers (Merchandise Managers and Operations Managers), 30 Apparel and Footwear Managers, 22 Department Supervisors, and approximately 550 Sales Associates.
- Improved Sales Performance in District in first year to achieve comp sales increases for 7 stores at an average for the district of 7.56%.
- Developing management staff to enhance the customer's service experience and to analyze business results to utilize as a tool for identifying merchandising opportunities.

Bob's Stores
Manager of Store Operations
Home Office, Meriden, CT
September 2004 – December 2006

- Developed and administered chain wide comprehensive store audit program to evaluate customer service, store environment, visual merchandising, operations, and compliance with established processes and procedures. Improved chain wide sales results by \$2.5 million as a result of improvement in store execution.
- Chair of the company's Best Method Team. Developed improvements to store merchandising and operating procedures. Developed method for receiving and processing merchandise receipts and subsequent placement onto selling floor.
- Authored 4 store training manuals (Sales Associate Service Training, Operational Excellence Training, Asset Protection and Safety Training, and Management Development Training) and conducted chain wide implementation training in district training sessions.
- Responsible for \$1 million existing store capital improvement budget and \$850 K store repairs and maintenance operating budget. Prioritized project improvements based on return on investment calculations. Instituted energy management systems in 10 stores, reducing energy costs, and improving store environments.
- Opened 2 new stores per year during 2005 and 2006 under the financial budget established for construction, furniture and fixtures, and equipment. Authored "New Store Opening Manual" with department responsibilities and automated project tracking.

Macy's
Vice President/General Manager
Newington, NH Store
June 2002 – September 2004

- Improved sales performance of Newington store for each of two years (4% and 3% comp store increases for fiscal 2003 and 2004 respectively).
- Won the Chairman's Contest for the company during Holiday 2003. The 4 performance criteria were Sales, Customer Service Response Letters, Thanks for Sharing Loyalty Program, and Gift Card Sales. Store won a \$7,500 Employee Lounge makeover for winning the contest.
- Introduced Misses Better Sportswear and Men's Designer Collections into the Newington store. Prepared proposal for presentation to Regional Vice President and Macy's Buying/Allocations, Herald Square, NY. Introductions increased store volume by \$1.8 million and improved sales in complimentary businesses (Women's Shoes, Cosmetics and Fragrances, and Men's Sportswear).
- Developed and promoted 5 managers to higher volume Macy's stores during tenure.

Macy's
Director of Operations
Newington, NH Store
August 2001 – June 2002

- Improved store environment and appearance through focused effort on store recovery, merchandise replenishment, and efficiencies in the receipt and processing of merchandise.
- Improved level of customer service through development and implementation of customer awareness and appreciation program. Improved store's results from 2nd last in district to first in both * Customer Service Response Letters and * Tell Us What You Think customer feedback website.

Bob's Stores
Store Manager
Salem, NH Store
May 1999 – July 2001

- Improved sales performance of Salem store for each of two years (5.6% and 4% comp store increases for fiscal 2000 and 2001 respectively). Achieved the #1 sales volume in the chain during 2 major promotional periods of Back-to-School and Holiday.
- Store won every company sponsored sales contest during tenure. Trained selling floor associates and front end cashiers to suggestive sell add-on items.
- Recognized as a training store for district in both merchandising and operations.

Bob's Stores
Director of Store Expenses
Corporate Office, Meriden, CT
January 1995 – July 2001

- Hired for a newly created position within Store Operations Department to institute financial controls for all store expenses. Reduced Store Payroll Expense as a % to sales each year during 5 year period despite minimum wage increases and escalating management salaries. Developed Store Operating Models by sales volume groupings and implemented wage and expense reduction strategies chain wide.
- Developed store process improvements through partnership with outside consultants Scam-Delaney and Maynard Associates. Improved merchandising and operational efficiencies reducing store payroll and operating expenses.

Bugle Boy Industries, Inc.
Director of Retail Operations
Home Office, Simi Valley, CA
September 1990-December 1994


- Developed home office support team for nationwide chain of retail outlet stores. Built, staffed, and operated 130 stores during 4 year period with the company.
- Opened 2 home office locations for the Retail Division; Andover, MA and Simi Valley, CA. Relocated to CA to establish new home office support facility with distribution center and company store.

Noone & Sirmaian, CPAs
Lawrence, MA
September 1987-September 1990
Partner

Education: University of Massachusetts, Lowell, MA
Bachelor of Science in Business Administration, Cum Laude 1982

Licensed as a Certified Public Accountant

MEMORANDUM

TO: John P. Bohenko, City Manager
FROM: Liz Good, Planning Department 
SUBJECT: Conservation Commission Minutes
DATE: May 9, 2013

Please be advised that the approved minutes from the March 13, 2013 Conservation Commission meeting are now available on the City's website for your review.