

# CITY COUNCIL MEETING

MUNICIPAL COMPLEX, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, PORTSMOUTH, NH  
DATE: MONDAY, JANUARY 13, 2014 TIME: 7:00PM

## AGENDA

- I. CALL TO ORDER [7:00PM or thereafter]
- II. ROLL CALL
- III. INVOCATION
- IV. PLEDGE OF ALLEGIANCE
  
- V. PROPOSED ADOPTION OF RULES AND ORDERS OF THE PORTSMOUTH CITY COUNCIL
  
- VI. ACCEPTANCE OF MINUTES *(There are no minutes on for acceptance this evening)*
  
- VII. PUBLIC COMMENT SESSION
  
- VIII. PRESENTATION & CONSIDERATION OF WRITTEN COMMUNICATIONS & PETITIONS
  - A. Letter from Robert Zarnetske, U.S. General Services Administration, regarding long-term utilization of the T.J. McIntyre Federal Building located at 80 Daniel Street and the adjacent parking lot ***(Suggested motion – move to have the City Manager work with Mayor Lister to send a letter back to GSA requesting a Work Session with GSA, City Council and Congressional Delegation to discuss the GSA proposal and further, the status of the transfer of the McIntyre Property to the City)***
  
- IX. REPORTS AND COMMUNICATIONS FROM CITY OFFICIALS
  - A. CITY MANAGER  
  
***Items Which Require Action Under Other Sections of the Agenda***
    1. Proposed Adoption of Rules and Orders of the Portsmouth City Council ***(Action to be taken under Item V. of the Agenda)***  
  
***City Manager's Items Which Require Action***
      1. Proposed Ratification of City Council Policies  
***Informational Items***
      1. Reminder of Upcoming City Council Meetings

**B. MAYOR LISTER**

1. City Council Board and Commission Assignments 2014-2015 (see attached list) - ***Motion is required for the appointment of the Planning Board Representative and the Historic District Representative but does not require action for other Committee assignments:***
  - ***Move to approve Councilor Kennedy to serve as the Council Representative to the Historic District Commission in accordance with Chapter 1, Article IV, Section 1.404 of City Ordinance***
  - ***Move to approve Councilor Thorsen to serve as the Council Representative to the Planning Board in accordance with Chapter 1, Article III, Section 1.303 of City Ordinance***
2. Policy Regarding First Reading on Ordinance Amendments (as per attached document) ***(Suggested motion – move that any proposed ordinance to be acted on by the City Council shall be submitted one meeting in advance of any first reading and that the proposed ordinance is submitted to the Legal Department to draft in the City Ordinance format. Further, that all appropriate Departments, Boards and Commissions be advised of the ordinance prior to first reading and when necessary request a report back)***
3. Proposed Council requests to Planning Board (as per attached document)

**C. COUNCILOR KENNEDY**

1. Proposed First Reading on Zoning Changes (as per attached document)

**D. COUNCILOR DWYER**

1. \*Establish a Work Session on January 21, 2014 at 6:00 p.m. with the City Attorney to review the Right-to-Know Law

**E. COUNCILOR MORGAN**

1. Proposed First Reading Zoning Amendment – Off-Street Parking Requirements (per attached document)

**X. MISCELLANEOUS/UNFINISHED BUSINESS**

**XI. ADJOURNMENT [AT 10:00PM OR EARLIER]**

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


**INFORMATIONAL ITEMS**

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

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

**CITY OF PORTSMOUTH  
PORTSMOUTH, NH 03801**

**Office of the City Manager**

**Date:** January 9, 2014  
**To:** Honorable Mayor Robert J. Lister and City Council Members  
**From:** John P. Bohenko, City Manager   
**Re:** City Manager's Comments on January 13, 2014 City Council Agenda

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***Items Which Require Action Under Other Sections of the Agenda:***

1. **Proposed Adoption of Rules and Orders of the Portsmouth City Council.** The first order of business that the City Council needs to act on is its Rules and Orders. I have attached a copy of the Rules and Orders from the previous City Council. Councilor Lown has requested that Rule 23 be changed back to the previous language that existed prior to 2012, which is as follows:

“The Mayor shall nominate all committees, subject to the approval of the Council. All nominations shall be laid on the table until the next regularly scheduled Council meeting.”

The City Council should adopt its Rules and Orders with any amendments it feels appropriate.

***City Manager's Items Which Require Action:***

1. **Proposed Ratification of City Council Policies.** Attached are various Policies that were adopted by previous City Councils. Every time there is a new City Council elected and seated these Policies need to be ratified in order for the staff to follow direction outlined in these Policies. Therefore, I would ask the City Council to ratify the Policies that are attached.

*Motion to ratify City Council Policies as attached.*

## ***Informational Items:***

1. **Reminder of Upcoming City Council Meetings.** Just a reminder of the following City Council meetings:
  - Tuesday, January 21, 2014 (meeting on Tuesday because of Martin Luther King Holiday on Monday).
  - Monday, January 27, 2014 (Work Session Re: Proposed Capital Plan for FY 2015 through FY 2020. The meeting will start at 6:30 p.m. in City Council Chambers). The Capital Improvement Plan document will be sent to you along with your January 21st Agenda.

In addition, Mayor Lister is requesting a non-meeting with counsel in accordance with RSA 91-A:2, I, on Saturday, January 25, 2014, from 8:30 a.m. to Noon, in Conference Room A at City Hall. The purpose of the meeting will be to review the upcoming negotiations of various City bargaining units and to receive guidelines from the City Council. In attendance will be City Negotiator Thomas Closson of Jackson Lewis, as well as Dianna Fogarty, Human Resources Director and Robert Sullivan, City Attorney.