

# CITY COUNCIL MEETING

MUNICIPAL COMPLEX, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, PORTSMOUTH, NH  
DATE: MONDAY, MAY 5, 2014 TIME: 7:00 PM

## AGENDA

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

### PROCLAMATIONS

1. Bike/Walk to Work Day
2. Police Week in Portsmouth – Peace Officers’ Memorial Day

### PRESENTATIONS

1. Community Development Week and Community Advisory Committee Recognition
2. NH Division of Historical Resources – Updated on the National Historic Register Nomination process for the Downtown – Peter Michaud

### V. ACCEPTANCE OF MINUTES – FEBRUARY 18, 2014

### VI. PUBLIC COMMENT SESSION

### VII. PUBLIC HEARING

- A. ORDINANCE AMENDING CHAPTER 7, ARTICLE I, SECTION 7.103 – PARKING AND TRAFFIC SAFETY COMMITTEE BY THE ADDITION OF ONE (1) ALTERNATE COMMITTEE MEMBER

### VIII. APPROVAL OF GRANTS/DONATIONS

- A. Acceptance of Grants & Donations to the Police Department:
  - Grant from Department of Justice for the Victim/Witness Advocate position - \$35,000.00
  - Grants from the State of Highway Safety Agency:
    - \$6,864.00 for Portsmouth DWI/DUI Patrols
    - \$6,864.00 for (2) Sobriety Checkpoints
    - \$5,148.00 for Pedestrian Patrols
    - \$5,148.00 for Red Light Running Patrols
    - \$5,148.00 for Enforcement Patrols
    - \$2,808.00 Join the Clique Seat Belt Campaign

- Donations:
  - Donation from Jason Page for 2 tuition scholarships to the Explorer Cadet Academy - \$300.00
  - Donation from Mr. & Mrs. David Brown for 2 tuition scholarships to the Explorer Cadet Academy - \$300.00

***(Anticipated action – move to approve and accept the grants and donations to the Portsmouth Police Department, as presented)***

## **IX. CONSIDERATION OF RESOLUTIONS AND ORDINANCES**

- A. Second reading of Proposed Amendment to Chapter 7, Article I, Section 7.103 – Parking and Traffic Safety Committee by the addition of one (1) alternate Committee Member ***(Sample motion – move to pass second reading of the proposed Ordinance amendment, as presented, and hold third and final reading at the May 19, 2014 City Council meeting)***

## **X. CONSENT AGENDA**

### ***A MOTION WOULD BE IN ORDER TO ADOPT THE CONSENT AGENDA***

- A. Request for License from Mallory Parkington, owner of Mallory Parkington Photography for property located at 74 Congress Street for a projecting sign on an existing bracket ***(Anticipated action – move to accept the recommendation of the Planning Director with the aforementioned stipulations and approve the request of Mallory Parkington, owner of Mallory Parkington Photography for a projecting sign at property located at 74 Congress Street and, further, authorize the City Manager to execute License Agreements for this request)***

#### **Planning Director’s Stipulations:**

- ***The license shall be approved by the Legal Department as to content and form;***
  - ***Any removal or relocation of the projecting sign, for any reason, shall be done at no cost to the City; and***
  - ***Any disturbance of a sidewalk, street or other public infrastructure resulting from the installation, relocation or removal of the 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***
- B. Letter from Chris Curtis, The Music Hall, requesting permission to close Chestnut Street throughout the weekend of September 19, 2014 – September 21, 2014 for the Telluride by the Sea film festival ***(Anticipated action – move to refer to the City Manager with power)***

**XI. PRESENTATION & CONSIDERATION OF WRITTEN COMMUNICATIONS & PETITIONS**

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

**XII. REPORTS AND COMMUNICATIONS FROM CITY OFFICIALS**

**A. CITY MANAGER**

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

1. Public Hearing and Second Reading of Proposed Resolutions and Ordinances:
  - 1.1. Public Hearing and Second Reading for Proposed Amendment to Chapter 7, Article I, of the Ordinance Re: Parking and Traffic Safety Committee **(Action on this matter should take place under Section IX of the Agenda)**

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

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

**Informational Items**

1. Events Listing
2. Memorandum on Snow Removal Cost Summary as of April 23, 2014
3. Reminder Re: FY15 Budget Schedule
4. New Interim Senior Program Space

**B. MAYOR LISTER**

1. \*Medical Insurance Options

**C. ASSISTANT MAYOR SPLAINE**

1. Sea-3/Pan Am Response
2. Letter to Newington Planning Board Re: Creating a "2050 Vision" – Putting our Seacoast Future First

**D. COUNCILOR SHAHEEN**

1. \*Proposed "Quiet Zone" designation through the Federal Railroad Administration

**E. COUNCILOR KENNEDY**

1. \*Transportation Concerns in Neighborhoods

We heard from citizens during the campaign about their transportation concerns in their neighborhoods.

I would like to make the following motion:

***To have the Citywide Neighborhood Committee report back to Portsmouth City Council on the following topic:***

***What are the transportation needs in Portsmouth neighborhoods?***

2. \*Transportation Center

I would like to make the following motion:

***To ask the Parking and Traffic Safety Committee to review Transportation Centers. After their review I would ask the committee to give City Council input on recommendations on the center and where it should be located in the Portsmouth community.***

**F. COUNCILOR MORGAN**

1. Planning for North End
2. \*Financial Disclosure

**G. COUNCILOR DWYER AND COUNCILOR THORSEN**

1. \*Tax Increment Financing District (TIF) (***Sample motion – move to request that the Economic Development Commission evaluate the potential for a Tax Increment Financing District (TIF) around the geographic area of the Frank Jones Conference Center property and to report back to the City Council***)

**XIII. MISCELLANEOUS/UNFINISHED BUSINESS**

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

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

*\*Indicates Verbal Report*


## **INFORMATIONAL ITEMS**

1. Notification that the Historic District Commission Minutes of the November 6, 2013 meeting are available on the City's website for your review
2. Notification that the Historic District Commission Minutes of the November 13, 2013 meeting are available on the City's website for your review
3. Notification that the Historic District Commission Minutes of the December 4, 2013 meeting are available on the City's website for your review
4. Notification that the Historic District Commission Minutes of the December 11, 2013 meeting are available on the City's website for your review
5. Notification that the Planning Board Minutes of the November 17, 2013 and December 19, 2013 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.*

# CITY OF PORTSMOUTH PORTSMOUTH, NH 03801

## Office of the City Manager

**Date:** May 1, 2014  
**To:** Honorable Mayor Robert J. Lister and City Council Members  
**From:** John P. Bohenko, City Manager   
**Re:** City Manager's Comments on May 5, 2014 City Council Agenda

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### ***Presentation:***

1. **Community Development Week and Community Advisory Committee Recognition.**  
This year the federal Community Development Block Grant program will celebrate 40 years of service to American families earning low and moderate incomes. Much work has been carried out to improve the lives of people in Portsmouth and throughout the country as a direct result of this program.

Throughout that time, the City of Portsmouth has benefitted from the guidance and wisdom of a group of passionate and dedicated Portsmouth residents who have assisted the City in meeting the program's goals. These residents have made up the Citizens Advisory Committee (CAC), which continues to serve the community today. Together with the residents of Portsmouth, the CDBG program has invested in many diverse and transformative projects from Market Square revitalization in the late 1970s to neighborhood revitalization in the Atlantic Heights neighborhood; from operational grants for public service agencies to capital grants to help improve their services; from housing rehabilitation for single family homes to the new affordable housing; from homeless shelter improvements to assistance for first-time homebuyers; from accessibility modifications in homes of the most vulnerable residents to public facility accessibility improvements in public buildings and many other projects that have improved lives.

National Community Development Week was celebrated nationally during the week of April 21<sup>st</sup>. At this evening's meeting, Community Development Director David Moore will recognize the Community Development Block Grant Program with a special emphasis on the volunteer service of dedicated Citizens Advisory Committee recent past members who have ensured the program's success and impact in Portsmouth. In particular, he will recognize the family of the late Jean Pecunies (39 years of service). In addition, we will also recognize Algene Bailey, Sr. (8 years of service) and member and past Chair, Bob Layton (37 years of service).

2. **Update on National Register Nomination Process for Downtown Portsmouth.** Peter Michaud of the NH Division of Historical Resources will present an update on the National Register of Historic Places Program nomination process for Downtown Portsmouth. Administered by the National Park Service, which is part of the U.S. Department of the Interior, the National Register of Historic Places is the nation's official list of cultural resources worthy of preservation and is part of a national program to coordinate and support public and private efforts to identify, evaluate and protect our historic and archaeological resources. The National Register nomination for Downtown Portsmouth is being prepared through funding provided to the NH Division of Historical Resources as part of the mitigation for replacement of the Memorial Bridge.

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

- 1 **Public Hearing and Second Reading of Proposed Resolutions and Ordinances.**
  - 1.1 **Public Hearing and Second Reading for Proposed Amendment to Chapter 7, Article I of the Ordinances Re: Parking and Traffic Safety Committee.** As a result of the April 21<sup>st</sup> City Council meeting, under Section VII of the Agenda, I am bringing back for public hearing and second reading the [attached proposed Ordinance amending Chapter 7, Article I, Section 7.103 Parking and Traffic Safety Committee.](#)

As you are aware, the Parking and Traffic Safety Committee recommended this proposed Ordinance amendment in their minutes of February 13, 2014, which the City Council accepted at their meeting of March 3, 2014. This amendment to the Ordinance adds one (1) alternate Committee Member appointed by the Mayor and City Council.

*I recommend the City Council move to pass second reading and schedule third and final reading of the proposed Ordinance amendment, as presented at your May 19<sup>th</sup> City Council meeting. Action on this matter should take place under Section IX of the Agenda.*

### ***Acceptance of Grants and Donations:***

1. **Acceptance of Police Department Grants and Donations.** [Attached under Section VIII of the Agenda is a memorandum](#), dated April 16, 2014, from John F. Golumb, Chairman of the Portsmouth Police Commissioners, and Police Chief Stephen J. DuBois, requesting that the City Council approve the following grants and donations:
  - a) A grant in the amount of \$35,000 from the Dept. of Justice in support of the Victim/Witness Advocate position at the Portsmouth Police Department.

- b) A Grant in the amount of \$6,864 from the State Highway Safety Agency for “Portsmouth DWI/DUI Patrols”.
- c) A Grant in the amount of \$6,864 from the State Highway Safety Agency for (2) Sobriety Checkpoints in Portsmouth.
- d) A Grant in the amount of \$5,148 from the State Highway Safety Agency for the “Portsmouth Pedestrian Patrols”.
- e) A Grant in the amount of \$5,148 from the State Highway Safety Agency for “Portsmouth Red Light Running Patrols”.
- f) A Grant in the amount of \$5,148 from the State Highway Safety Agency “Portsmouth Enforcement Patrols”.
- g) A Grant in the amount of \$2,808 from the State Highway Safety Agency for “Join the Clique” seat belt campaign.
- h) A donation in the amount of \$300 from Jason Page for two tuition scholarships to the Explorer Cadet Academy.
- i) A donation in the amount of \$300 from Mr. and Mrs. David Brown for two tuition scholarships to the Explorer Cadet Academy.

The Portsmouth Police Department submits the information to the City Council pursuant to City Policy Memorandum #94-36, for the City Council’s consideration and approval at their next meeting.

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

### **Consent Agenda:**

1. **Request for License to Install Projecting Sign.** Attached under Section X of the Agenda is a request for a projecting sign license (see attached memorandum from Rick Taintor, Planning Director):

- Mallory Parkington, owner of Mallory Parkington Photography for property located at 74 Congress Street.

*I would recommend the City Council move to approve the aforementioned Projecting Sign License as recommended by the Planning Director and, further, authorize the City Manager to execute the License Agreement for this request. Action on this matter should take place under Section X of the Agenda.*



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

There are no items under this section of the Agenda this evening.

## ***Informational Items:***

1. **Events Listing.** For your information, [attached is a copy of the Events Listing](#) updated after the last City Council meeting on April 21, 2014. In addition, this can be found on the City's website.
2. **Memorandum on Snow Removal Cost Summary as of April 23, 2014.** For your information, [attached is a memorandum from Peter Rice, Public Works Director](#), regarding the snow removal costs as of April 23, 2014.
3. **Reminder Re: FY15 Budget Schedule.** Just a reminder of the following key budget dates for the FY15 Budget:
  - Saturday, May 10<sup>th</sup> from 8:00 a.m. to 2:30 p.m., in the Levenson Room, at the Library – An “All Day” Work Session with Departments (e.g., Police, Fire, Schools and General Government). The Agenda is on the inside cover of your packet.
  - Monday, May 12<sup>th</sup> at 7:00 p.m., City Council Chambers – Budget Public Hearing.
  - Wednesday, May 14<sup>th</sup> at 6:30 p.m., City Council Chambers – Review of Water/Sewer Budget.
  - Tuesday, May 27<sup>th</sup> at 6:30 p.m., City Council Chambers – An additional work session for the final budget review.
  - Monday, June 2<sup>nd</sup> at 7:00 p.m., City Council Chambers – Proposed Adoption of FY15 Budget.

The goal is to get the FY15 Budget adopted at your June 2<sup>nd</sup> meeting. Just a reminder that the City Council has until the end of June in accordance with the Charter to adopt the budget. If the City Council needs more time, other meetings can be scheduled, if deemed appropriate by the Mayor, keeping in mind that the budget needs to be adopted by June 30<sup>th</sup>.
4. **New Interim Senior Program Space.** For your information, [attached is a notification regarding the new interim senior program space](#) located at the Community Campus (at the former Mark Wentworth Adult Day Program), which opens on Tuesday, May 6, 2014. Also, please note that the Senior Services Office has moved from City Hall to the new location. Brinn Chute, Senior Services Coordinator can be contacted at (603) 610-4433.