

TO: JOHN P. BOHENKO, CITY MANAGER

FROM: KELLI L. BARNABY, CITY CLERK

RE: ACTIONS TAKEN BY THE PORTSMOUTH CITY COUNCIL MEETING HELD ON TUESDAY, FEBRUARY 3, 2015, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, MUNICIPAL COMPLEX, ONE JUNKINS AVENUE, PORTSMOUTH, NEW HAMPSHIRE

PRESENT: MAYOR LISTER, ASSISTANT MAYOR SPLAINE, COUNCILORS SHAHEEN KENNEDY, LOWN, DWYER, MORGAN, SPEAR AND THORSEN

1. At 6:15 p.m., the City Council held a Work Session with the School Department regarding Capital Improvement Plan (CIP) Projects.
2. Presentation - Comprehensive Annual Financial Report (CAFR) – Scott McIntire of Melanson, Heath & Company, P.C. Auditors' Financial Report for the Year Ending June 30, 2014 (Annual Audit) – Scott McIntire provided a review of the City of Portsmouth Comprehensive Annual Financial Report for the Year Ending June 30, 2014.
3. Acceptance of Minutes – January 20, 2015 – **Voted** to approve and accept the minutes of the January 20, 2015 City Council meeting.
4. Public Comment Session – There were 5 speakers: Sarah Minella (NH Surfrider Rise Above Plastics (RAP)); Joe Plaia, Clayton Schermerhorn (UBER); Mark Brighton (Plastic Bags & Kitty Litter); and Arthur Clough (Neologism).
5. Public Hearing – Capital Improvement Plan (CIP) FY2016-2021 – Held a public hearing. Action to take place on the CIP at the February 17, 2015 City Council meeting.
6. First reading of Resolution Increasing the Maximum Income Limit for Individuals Qualifying for the Elderly Real Estate Tax Exemption:

Proposed increase of Elderly Exemption by 1.7%

Single	\$36,311.00 increase of \$607.00
Married	\$44,793.00 increase of \$749.00
Asset Limit of	\$121,039.00 increase of \$2,023.00

Voted to pass first reading and schedule a public hearing and adoption of the proposed Resolution at the February 17, 2015 City Council meeting, increasing the Maximum Income Limit for Individuals Qualifying for the Elderly Real Estate Tax Exemption by 1.7%, as presented.

7. First reading of Resolution Increasing the Maximum Income Limit for Individuals Qualifying for the Disabled Real Estate Tax Exemption:

Proposed increase of Disabled Exemption by 1.7%

Single	\$36,311.00 increase of \$607.00
Married	\$44,793.00 increase of \$749.00
Asset Limit of	\$121,039.00 increase of \$2,023.00

Voted to pass first reading and schedule a public hearing and adoption of the proposed Resolution at the February 17, 2015 City Council meeting, increasing the Maximum Income Limit for Individuals Qualifying for the Disabled Real Estate Tax Exemption by 1.7%, as presented.

8. Consent Agenda – **Voted** to adopt the Consent Agenda.

- A. Acceptance of Police Department Grant & Donation:
- Acceptance of Training Grant from Police Standards & Training Council for Lt. Darrin Sargent to attend the Leadership Seacoast Program - \$837.50
 - Donation from Lynne Howard for the Portsmouth Police Explorers Post - \$50.00

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

- B. *Acceptance of Donation to the Coalition Legal Fund:
- Town of Center Harbor - \$5,00.00

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

- C. Request for License from Helen Marks, owners of Spiritual Readings by Duchess for property located at 195 State 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 Helen Marks, owner of Spiritual Readings by Duchess for a projecting sign at property located at 195 State 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

- D. Request for License from Terrence Parker and Jeff Demers, owners of Terra Firma Landscape Architecture & Jeff Demers Design for property located at 163 Court 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 Terrence Parker and Jeff Demers, owners of Terra Firma Landscape Architecture & Jeff Demers Design for a projecting sign at property located at 163 Court 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***
9. Letter from Mark Epply regarding an article from the New York Times entitled "When the Parking Space Becomes a Park" – No action required.
10. Request for Approval of the Financial Disclosure Statement – **Voted** to adopt the Financial Disclosure Statement, as presented.
11. Request to First Reading Re: Refinancing Bond Issue for Library – **Voted** to authorize the City Manager to bring back for first reading on February 17th a Bond Resolution of up to Three Million Four Hundred Sixty Thousand Dollars (\$3,460,000.00) to refinance the remaining portion of a callable bond issued August 1, 2005 and all related costs.
12. Request to Establish Work Session on Monday, March 23, 2015 at 6:30 p.m. Re: Master Plan and Impact Fees – **Voted** to establish a Work Session on Monday, March 23, 2015 at 6:30 p.m., in the Eileen Dondero Foley Council Chambers, regarding Impact Fees and the Master Plan.
13. Request for Change of City Council Work Session from Monday, April 13, 2015 to Monday, April 27, 2015 – **Voted** to change the Work Session from April 13, 2015 to April 27, 2015, as requested.
14. Appointment to be Voted – **Voted** to reappoint Phyllis Eldridge to the Trustees of the Trust Fund until January 1, 2018.

15. Taxi Commission recommendations concerning Taxi Commission / Uber / Ride-Sharing Services – **Voted** the recommendation of the Taxi Commission be approved to request the City Attorney to draft an ordinance for the next City Council meeting.
16. Plastic Bag Ordinance – **Voted** to send the Proposed Ordinance to the City Manager to be reviewed by the new Recycling Coordinator, Sustainable Committee and the City Attorney.
17. **Voted** to suspend the rules in order to continue the meeting beyond 10:00 p.m.
18. Update on Portsmouth Middle School Project – Councilor Dwyer provided a brief status update on the Portsmouth Middle School. She reported that there are still lists of items that need to be completed and the Joint Building Committee is working to make sure that those items are completed and holding back funds when necessary from the contractors.
19. Election of Mayor and Council Candidates Proposed Charter Amendment – Councilor Spear stated it is his intent to bring a motion forward at the next City Council meeting regarding amendments to the City Charter that would be voted on at the next Municipal Election. He stated this would require voters to vote for a Mayoral candidate and City Council candidates separately.
20. Adjournment – **At 10:30 p.m.**, Councilor Spear **voted** to adjourn. Seconded by Councilor Shaheen and voted.

Respectfully submitted by:

Kelli L. Barnaby, CNHMC, CMC, MMC
City Clerk