

# CITY COUNCIL MEETING

MUNICIPAL COMPLEX, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, PORTSMOUTH, NH  
DATE: MONDAY, OCTOBER 19, 2015 TIME: 6:30PM

## AGENDA

- 6:30PM - "NON-MEETING" WITH COUNSEL RE: CITY MANAGER'S EVALUATION IN ACCORDANCE WITH RSA 91-A:2 I (b)

I. CALL TO ORDER (6:30PM)

II. ROLL CALL

III. INVOCATION

IV. PLEDGE OF ALLEGIANCE

PRESENTATION

1. Click N' Fix Program

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

VI. PUBLIC COMMENT SESSION

VII. APPROVAL OF GRANTS/DONATIONS

A. Acceptance of Police Department Grants & Donation

- Acceptance of Grant from the US Department of Justice for new and replacement bullet proof vests - \$10,360.71
- Acceptance of Grant from the US Department of Justice for New Hampshire Internet Crimes Against Children Task Force - \$256,152.00
- Acceptance of Donation from Ms. Dorothy Steere-Doyle for Portsmouth Police Explorer Cadets - \$20.00

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

VIII. CONSIDERATION OF RESOLUTIONS AND ORDINANCES

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

## IX. CONSENT AGENDA

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

- A. Request for Approval of Pole License Agreement #63-0598 to license 3 replacement poles on Jewell Court and 2 poles on the private access road behind Hannaford Supermarket and the adjacent strip mall at 800 Islington Street (***Anticipated action – move to approve the aforementioned Pole License Agreement as recommended by the Public Works Department with the approval conditioned upon amendment of the license to allow for the collection of any lawfully assessed real estate taxes***)
- B. Letter from Nicole McShane, Big Brothers Big Sister of New Hampshire, requesting permission to hold the Annual Stiletto Sprint on Saturday, June 18, 2016 (rain date Sunday, June 19, 2016) (***Anticipated action – move to refer to the City Manager with power***)

## X. PRESENTATION & CONSIDERATION OF WRITTEN COMMUNICATIONS & PETITIONS

- A. Letter from John R. Chagnon, Ambit Engineering, Inc., requesting a License for property located at 319 Vaughan Street (***Sample motion – move to refer to the City Manager for report back***)

## XI. REPORTS AND COMMUNICATIONS FROM CITY OFFICIALS

### **A. CITY MANAGER**

#### **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. Report Back Re: Uber Enforcement
3. Presentation with City Assessor and DRA regarding Revaluation – October 26, 2015 at 6:30 p.m.

### **B. MAYOR LISTER**

1. Proposed Separation Agreement with Police Chief Stephen J. Dubois and the Portsmouth Police Commissioners (***Sample motion – move to authorize the Board of Police Commissioners to work with City Negotiator Attorney Thomas Closson for a Separation Agreement between Chief Stephen J. DuBois and the Board of Police Commissioners that would include the Chief's retirement effective as of November 1, 2015 and be paid six months of severance from that date***)
2. Appointments to be Considered:
  - Appointment of Anne Poubeau to the Portsmouth Housing Endowment Fund Advisory Board
  - Appointment of Hannah K. Dahlgren to the Citizen Advisory Committee

3. Appointments to be Voted:
  - Appointment of Jonathan Sandberg to the Citizens Advisory Committee of the CDBG Program
  - Appointment of Lawrence J. Lariviere to the Sustainable Practices
4. \*Establish Work Session for November 23, 2015 Re: Topics
  - Update on Solid Waste & Recycling Program
  - Proposed LED Lighting for City Street Lights
  - Discussion Re: Naming Lafayette Park in honor of Dr. Paul Harvey in Accordance with Rule 44 (Proposed by Assistant Mayor James Splaine)

**C. ASSISTANT MAYOR SPLAINE**

1. \*Police Chief Stephen Dubois Separation Agreement: A Possible Compromise Solution

**D. COUNCILOR KENNEDY**

1. \*Charter Committee Update

**E. COUNCILOR SHAHEEN**

1. \*Heroin Epidemic

**F. COUNCILOR LOWN**

1. Parking & Traffic Safety Committee Action Sheet and Minutes on October 1, 2015 meeting

**G. COUNCILOR MORGAN**

1. Right-to-Know Requests

**H. COUNCILOR SPEAR**

1. \*City Manager's Evaluation

**XII. MISCELLANEOUS/UNFINISHED BUSINESS**

**XIII. ADJOURNMENT**

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

*\*Indicates Verbal Report*


**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:** October 15, 2015  
**To:** Honorable Mayor Robert J. Lister and City Council Members  
**From:** John P. Bohenko, City Manager   
**Re:** City Manager's Comments on October 19, 2015 City Council Agenda

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**6:30 p.m. Non-meeting with counsel in accordance with RSA 91-A:2, I (b).**

For details on this matter, please refer to the confidential envelope inserted in the inside pocket of your binder.

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***Presentation:***

1. **Portsmouth Click N' Fix.** The Department of Public Works is launching a new program, Portsmouth Click N' Fix, that will allow residents to report issues and request services through an online or mobile interface. With this tool, residents will have the ability to submit detailed requests routed directly to the Public Works database to document neighborhood concerns such as litter, potholes, malfunctioning traffic signals and more.

Portsmouth Click N' Fix is an added means of communication for our community to help improve our level of service. This program will allow for an improved format in how information is catalogued and efficiently route service requests to the appropriate divisions within Public Works. When a resident submits a request through Portsmouth Click N' Fix, they will be notified both when their request is received and once the request has been resolved. Residents will also be able to view and comment on requests submitted by others throughout the City.

While this program does not represent added resources within the Public Works division, it will help measure effectiveness in responding to citizen requests, provide more data to help the City shift resources and services when necessary, and better manage budgets in the future.

This program is scheduled to go live on November 1, 2015. To assist residents in using this application, tutorial videos will be made available on the City website, as well as in-person training from the Library and Public Works staff. A follow-up presentation will be made to the City Council in February to review citizen participation and supplementary data metrics that are assisting the Department of Public Works.

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

1. **Acceptance of Police Department Grants & Donation.** [Attached under Section VII of the Agenda is a memorandum](#), dated September 28, 2015, from John F. Golumb, Chairman of the Portsmouth Police Commissioners, and Police Chief Stephen J. DuBois, requesting that the City Council approve the following grants and donation:
  - a) A grant from the U. S. Dept. of Justice in the amount of \$10,360.71 for new and replacement bullet proof vests. The grant pays for 50% of new and replacement vest costs.
  - b) A Funding grant from the U. S. Dept. of Justice Office of Justice Programs in the amount of \$256,152 for the New Hampshire Internet Crimes Against Children (ICAC) Task Force. This grant will fund the New Hampshire Task Force for FY 2015. The Portsmouth Police Department is the headquarters for the New Hampshire Task Force.
  - c) A donation from Ms. Dorothy Steere-Doyle in the amount of \$20 in support of the Portsmouth Police Explorer Cadets.

*I recommend the City Council move to approve and accept the grants and donation to the Portsmouth Police Department. Action on this matter should take place under Section VII 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 October 5, 2015. In addition, this can be found on the City's website.
2. **Report Back Re: Uber Enforcement.** [Attached for your information is an e-mail](#) from Police Captain Frank Warchol, regarding Uber enforcement.

3. **Presentation by City Assessor and Department of Revenue Administration Re: Revaluation.** As requested, a public presentation regarding the Revaluation Process and Assessing Standards has been scheduled for Monday, October 26, 2015 at 6:30 p.m., in the Eileen Dondero Foley Council Chambers. City Assessor Rosann Maurice-Lentz and a representative from the Department of Revenue Administration (DRA) will present the revaluation process and assessing standards in accordance with State Law and the Assessing Standards Board (ASB). The purpose of an Assessing 101 Presentation is to educate the public on how the revaluation process determines the assessment based on market influences. At the end of the presentation, City Council Members and the public will have an opportunity to ask questions regarding the process.