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TO: NANCY COLBERT PUFF, ACTING CITY MANAGER
FROM: KELLI L. BARNABY, CITY CLERK
RE: ACTIONS TAKEN BY THE PORTSMOUTH CITY COUNCIL MEETING HELD ON MONDAY, OCTOBER 16, 2017 MEETING, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, MUNICIPAL COMPLEX, ONE JUNKINS AVENUE, PORTSMOUTH, NEW HAMPSHIRE
PRESENT: MAYOR BLALOCK, ASSISTANT MAYOR SPLAINE, COUNCILORS PERKINS, DWYER, LOWN, PEARSON, SPEAR, CYR AND DENTON

1. At 5:45 p.m. Public Dialogue was held by the City Council.
2. At 6:30 p.m., a Non Public Session was held in accordance with RSA 91-A:2, I (a) regarding Strategy or Negotiations with respect to Collective Bargaining – Firefighters Association of Portsmouth, New Hampshire Local #1313 and the Portsmouth Professional Fire Officers Association.
3. Presentation - Revaluation Process, Stephan Hamilton, Director of the Municipal and Property Division of the NH Department of Revenue Administration (DRA) – Mr. Hamilton provided a detailed review of the statutes and process involved in conducting a revaluation.
4. Public Dialogue Summary - Each City Councilor explained the topics of discussion during the Public Dialogue. Topics discussed were the Negotiation Process of Contracts, Wind Power Resolution, Food Code Ordinance, Proposed Zoning Ordinance amending Off Street Parking, Proposed Zoning Ordinance amending Gateway Mixed Use Districts, Consistency with conducting the Public Dialogue Sessions in terms of the times when the Dialogue is held, and Portsmouth Listens releasing their Report regarding the Proposed Zoning Ordinance amendments regarding Off Street Parking and the Gateway Mixed Use Districts.
5. First reading Re: Zoning Ordinance Amendments – Off Street Parking – Chapter 10, Article 11 – Site Development Standards; Article 15 – Terms of General Applicability and Article 8 – Supplemental Use Standards – **Voted** to schedule a public hearing and second reading on the proposed Zoning Ordinance Amendments to the off-street parking regulations at the November 20, 2017 City Council meeting.
6. First reading Re: Gateway Mixed Use District Zoning Amendments – Chapter 10, Article 5B – Gateway Mixed Use Districts; Article 5A – Character-Based Zoning; and Article 4 – Zoning Districts and Use Regulations – Moved to schedule a public hearing and second reading on the proposed Ordinance to the Gateway Mixed Use District Zoning amendments at the December 4, 2017 City Council meeting, as presented.

Moved to amend the motion to have the public hearing and second reading at the November 20, 2017 City Council meeting. On a roll call 7-2, **voted** to pass the motion. Councilors Perkins, Dwyer, Lown, Pearson, Spear, Cyr and Mayor Blalock voted in favor. Assistant Mayor Splaine and Councilor Denton voted opposed.

On a unanimous roll call 9-0, **voted** to schedule a public hearing and second reading on the proposed Ordinance to the Gateway Mixed Use District Zoning amendments at the November 20, 2017 City Council meeting.

7. First reading to Amend Chapter 12 by Adopting the 2009 International Building Code and 2009 International Residential Code to Replace the Existing 2006 Versions and to amend Chapter 15 by Adopting the 2009 International Plumbing and Mechanical Codes to Replace the Existing 2006 Version. This also include local amendments to the 2014 National Electrical Code – Voted to authorize the Acting City Manager to bring back Building, Plumbing, Mechanical and Electrical Code updates to the City Council for a public hearing and second reading at the November 20, 2017 City Council meeting.

Acting City Manager Colbert Puff will provide a draft of principles for the ordinances at the November 20, 2017 City Council meeting.

8. First reading to Amend Chapter 5, Fire Department and Prevention Regulation which includes Adoption of 2015 International Fire Code to Replace the Existing 2006 International Fire Code – Voted to authorize the Acting City Manager to bring back for public hearing and second reading the updates to the, Fire Department and Prevention Regulation at the November 20, 2017 City Council meeting.
9. Second reading of Proposed Ordinance Amendments to Chapter 4 Pertaining to the City's Food Licensing and Regulations by Striking Article I-V in its entirety and replace with new language (Postponed from September 5, 2017 City Council Meeting) – Voted to accept all the amendments to the Food Licensing and Regulations Ordinance as set forth in the ordinance that is contained in the City Council packet and to postpone second reading until the November 20, 2017 City Council meeting.
10. Acceptance of Donations Re: USS New Hampshire
 - Renee & Dan Plummer - \$500.00
 - Sean Mahoney - \$500.00
 - Piscataqua Savings Bank - \$500.00
 - The Propeller Club of the United States Port of Portsmouth - \$500.00
 - Teledyne Instruments - \$500.00**Voted** to accept and approve the donations for the USS New Hampshire, as presented.
11. Acceptance of Police Department Grant – A grant in the amount of \$9,225.00 from the New Hampshire Department of Safety, Homeland Security and Emergency Management for Special Operations Team Terrorism Prevention Activities training – Voted to accept and approve the grant to the Portsmouth Police Department, as presented.

12. **Voted** to suspend the rules in order to take up Item X.B. – Letter from Attorney Kevin Baum Re: Comment to Proposed Gateway Mixed-Use Zoning Amendments and Request to Extend Proposed District to Farm Lane.
13. Letter from Attorney Kevin Baum Re: Comment to Proposed Gateway Mixed-Use Zoning Amendments and Request to Extend Proposed District to Farm Lane – **Voted** to refer to the Planning Board. Councilor Dwyer requested the Planning Board add to that list other potential places for Proposed Gateway Mixed-Use Zoning Amendments.
14. Consent Agenda – **Voted** to adopt the Consent Agenda.
 - A. Letter from Emily Christian , National Multiple Sclerosis Society, requesting permission to hold the 2018 Walk MS Portsmouth on Saturday, April 14, 2018 from 10:00 a.m. to 2:00 p.m. (**Anticipated action – move to refer to the City Manager with power**)
 - B. Letter from Major DonnaMarie Reed, The Salvation Army, requesting permission to place the Red Kettle in the center of Market Square from November 13th through December 23rd (**Anticipated action – move to refer to the City Manager with power**)
 - C. *Acceptance of Donation Re: Plaque in Honor of Roger Chapdelaine
 - In honor of Roger Chapdelaine – Men’s Doubles Tennis Commissioner (**Anticipated action – move to accept the donation for a plaque in honor of Roger Chapdelaine, as presented**)
 - D. Letter from Lynn Raeburn requesting that the lots be restored to their premerger status and that zoning and tax maps be updated to identify premerger boundaries of said parcels (**Anticipated action – move to refer to the Planning Board for report back**)
15. Letter from Mike Somers, NH Lodging & Restaurant Association Re: the 2009 FDA Food Code with proposed amendments – **Voted** to accept and place the letter on file.
16. Commercial Revaluation – Request for Peer Review – **Voted** to direct the Acting City Manager to conduct a review of the revaluation and to bring back the review to Council sometime in November. Councilor Lown voted opposed.
17. Commercial Values (Not on Agenda) – **Voted** to request the Economic Development Commission to report back on ways to increase commercial values.
18. Off-Street Parking in the Downtown Overlay District (Not on Agenda) – **Voted** to request the Planning Board to look at ways to reconsider off-street parking in the downtown overlay district with consideration for smaller cars and smaller maneuvering lanes. Councilor Dwyer voted opposed.

19. Appointments to be Considered – The City Council considered the appointment of Cyrus Beer as an Alternate to the Historic District Commission and reappointment of Dana Levenson to the Economic Development Commission that will be voted upon at the November 20, 2017 City Council meeting.
20. Appointments to be Voted – Voted to appoint Amrishi Chicooree to the Cable Television and Communication Commission until April 1, 2019; appoint Thaddeus Jankowski as an alternate to the Conservation Commission until April 1, 2018; appoint Martin Ryan to the Historic District Commission until June 1, 2019 and reappoint Shaula Balomenos Levenson to the Library Board of Trustees until October 1, 2020.
21. Exploring the concept of allowing artists and others who have a studio, gallery, workplace, or storefront in Portsmouth to be able to use their space for residence, with certain limitations of time period and fire and health standards – No action required. Assistant Mayor Splaine requested Acting City Manager Nancy Colbert Puff, City Attorney Bob Sullivan, and the Fire Department to report back at the Monday, November 20, 2017 City Council meeting on the practicality of such a living arrangement, and limitations or restrictions that may be required.
22. Parking & Traffic Safety Committee Action Sheet and Minutes of the October 5, 2017 meeting – **Voted** to accept and approve the action sheet and minutes of the October 5, 2017 Parking & Traffic Safety meeting.
23. Follow-up on Parking Work Session – No action required. Councilor Spear advised the City Council that the Work Session held regarding Parking a few months ago, the recommendation of items for implementation will be brought forward at the November 20, 2017 City Council meeting.
24. Prescott Park Agreements – No action required. Councilor Pearson recommended that the President of the Festival and the City Manager continue to work on the negotiations of the agreement.

Respectfully submitted by:

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