

TO: JOHN P. BOHENKO, CITY MANAGER

FROM: KELLI L. BARNABY, CITY CLERK

RE: ACTIONS TAKEN BY THE PORTSMOUTH CITY COUNCIL MEETING HELD ON MONDAY, DECEMBER 18, 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 6:15p.m., a Work Session was held on the Public Process regarding Development of the McIntyre Project.
2. Presentations – Portsmouth High School Holiday Ensemble – Portsmouth High School Holiday Ensemble performed 4 holiday songs for the City Council.
3. Presentation and Recognition of Outgoing City Councilors – Mayor Blalock expressed his thanks on behalf of the City Council for the years of service to the City Council by Assistant Mayor Splaine, Councilors Lown, Spear and Cyr.
4. Mayor’s Blue Ribbon Committee on Sister Cities and Citizen Diplomacy – Karina Quintans, Chair – Karina provided a brief presentation on the work of the Mayor’ Blue Ribbon Committee has done since its establishment in June. She announced that there will be a forum on Sister Cities and Citizen Diplomacy in March, 2018 at the Library. She also advised the City Council she would provide recommendations from the Committee to the City Council in June or September, 2018.
5. Citywide Neighborhood Committee Re: Dilapidated Properties – Lawrence Cataldo and Paul Mannle provided a report on what neighbors should do about dilapidated homes. Mr. Mannle spoke to providing a “kit” for neighbors to follow that have this type of issue in their neighborhood. Mr. Cataldo reviewed best strategies to follow if a complaint must be filed. The final thoughts were stressing that neighbors helping neighbors is important in these matters and can go a long way to resolving the problem.
6. Acceptance of Minutes – November 20, 2017 – **Voted** to accept and approve the minutes of the November 20, 2017 City Council meeting.
7. Public Comment Session – There were 15 speakers: Roy Helsel (Walkability of Portsmouth); Larry Cataldo, Kerry Vautrot, Ralph DiBernardo, Sr., Jeffrey Cooper, Rick Becksted, Mark Brighton, Arthur Clough, Michael Frandzel, Esther Kennedy, Blair McCracken, Bill Downey, Steve Barndollar, John Tabor, and Susan Denenberg (McIntyre Building).

8. Public Hearing/Adoption of Resolution Appropriating from Bond Premium the Sum of One Million Two Hundred Sixty-Nine Thousand One Hundred Forty-Eight Dollars and Forty-Three Cents (\$1,269,148.43) to be applied to Municipal Complex Improvements – Held a Public Hearing. On a unanimous roll call 9-0, **voted** to adopt the proposed Resolution, as presented.
9. Public Hearing/Adoption of Resolution Authorizing the Application of Unexpended Proceeds of the Borrowing for the Hobbs Hill Landing Water Tank Replacement Project, in the amount of Five Hundred Eight Five Thousand, Eight Hundred Ninety-Six Dollars and Seventy-Five Cents (\$585,896.75), to pay costs of Water Main Replacement Projects – Held a public hearing. On a unanimous roll call 9-0, **voted** to adopt the proposed Resolution, as presented.
10. Public Hearing/Adoption of Resolution Authorizing a Supplemental Appropriation from Unassigned Fund Balance for Necessary Expenditures Related to Contractual Obligations - \$27,167.00 – Held a public hearing. On a unanimous roll call 9-0, **voted** to adopt the proposed Resolution, as presented.
11. Portsmouth Police Department Grant – Acceptance of Grant from the Bureau of Justice Assistance for the Bulletproof Vest Partnership 2017 - \$5,10981 – **Voted** to approve and accept the Grant to the Portsmouth Police Department, as presented.
12. Consent Agenda – **Voted** to adopt the Consent Agenda.
 - A. Request for License to Install Projecting Sign from Michelle Graham owner of Pretty Little Things for property located at 21 Vaughan Mall (***Anticipated action – 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***)

Planning Director's Stipulations:

 - ***The license shall be approved by the Legal Department as to content and form;***
 - ***Any removal or relocation of 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 Jd Dorr, Seacoast Outright, requesting permission to hold Portsmouth PRIDE 2018 on Saturday, June 23, 2018 (***Anticipated action – move to refer to the City Manager with power***)
 - C. Letter from Jennie Halstead, My Breast Cancer Support, requesting permission to hold the 10th Annual race on Sunday, September 16, 2018 (***Anticipated action – move to refer to the City Manager with power***)

13. E-mail Correspondence – **Voted** to accept and place the e-mail correspondence on file.
14. Letter from Patricia Bagley regarding October 16th Public Dialogue Minutes – On a roll call 5-4, **voted** to refer to the City Attorney and City Clerk for report back. Assistant Mayor Splaine, Councilors Dwyer, Pearson, Denton and Mayor Blalock voted in favor. Councilors Perkins, Lown, Spear and Cyr voted opposed.
15. Request from Portsmouth Police Department for the Disposal of outdated Radio Equipment – **Voted** to approve the Disposal of outdated Radio Equipment.
16. Letter from Assistant Mayor-Elect Lazenby, Councilors-Elect Roberts, Raynolds and Becksted regarding McIntyre Project – **Voted** to accept and place letter on file.
17. Letter from Thomas Clairmont regarding Portsmouth 400 – **Voted** to accept and place letter on file.
18. Request for Approval of the Tentative Agreement between the Portsmouth School Board and the Portsmouth School District's Non-Supervisory Cafeteria Personnel – American Federation of State and County Municipal Employees Local #1386 – **Voted** to accept the proposed Tentative Agreement between the Portsmouth School Board Portsmouth School District's Non-Supervisory Cafeteria Personnel – American Federation of State and County Municipal Employees Local #1386 from July 1, 2017 to and including June 30, 2020.
19. School Department Teacher's Retirement Incentive – **Voted** to approve the proposed School Department Teacher Retirement Incentive for FY18, as presented.
20. Acceptance of Sanderson Drive as a city street (constructed as part of the subdivision off of Spinney Road) – **Voted** to accept Sanderson Drive as a city street. Councilor Lown recused himself from voting.
21. Request for Approval of Agreements, Licenses and Easements Re: 25 Maplewood Avenue – **Voted** to authorize the City Manager to negotiate and execute the agreements, licenses and easements in connection with the Provident Bank building project at 25 Maplewood Avenue, as presented.
22. Pedestrian Plan (not on Agenda) – Councilor Spear requested that a report on the Pedestrian Plan be part of the Capital Improvement Plan for FY19 review.
23. Appointments to be Voted – **Voted** to appoint Mary Lou McElwain as a Regular member to the Parking & Traffic Safety Committee until September 17, 2018 filling the unexpired term of Ted Gray; appointment of Ralph DiBernardo as an Alternate to the Parking & Traffic Safety Committee until August 4, 2020; and the reappointment of Jody Record to the Planning Board until December 31, 2020.
24. Appointment of John Kennedy and Lana Bluege to the Mayor's Blue Ribbon Committee on Sustainable Practices – Mayor Blalock announced the appointments of John Kennedy and Lana Bluege to the Mayor's Blue Ribbon Committee on Sustainable Practices.

25. Board of Ethics Selection and Financial Disclosure Form Submission – Assistant Mayor Splaine provided a reminder of the selection by lot for the Board of Ethics at the first meeting in January for the City Council, School Board, Police and Fire Commissions. Assistant Mayor Splaine request a report back from City Attorney Sullivan regarding the Financial Disclosure Form Submission and the ordinance.
26. Parking & Traffic Safety Committee Action Sheet and Minutes of the December 7, 2017 – **Voted** to accept and approve the action sheet and minutes of the December 7, 2017 Parking & Traffic Safety meeting.
27. Renewable Energy Committee Update – Councilor Denton provided an update regarding the Renewable Energy Committee. Mayor Blalock advised the City Council the Blue Ribbon Committee will sunset in February, 2018.
28. Coakley Landfill Lobbyist – Assistant Mayor Splaine requested a report back to the City Council at the January 16, 2018 City Council meeting on the following items regarding Coakley Landfill:
 - What is contained in the contract for the Coakley Landfill Group Lobbyist;
 - The amount the Lobbyist will be paid;
 - What the Lobbyist will be doing and the process for deciding the kind of legislation the Lobbyist will be speaking on behalf of the Coakley Landfill Group
29. Adjournment – At 9:45 p.m., **voted** to adjourn.

Respectfully submitted by:

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