

TO: JOHN P. BOHENKO, CITY MANAGER

FROM: VALERIE A. FRENCH, DEPUTY CITY CLERK

RE: ACTIONS TAKEN BY THE PORTSMOUTH CITY COUNCIL AT MEETING HELD ON TUESDAY, SEPTEMBER 4, 2018, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, MUNICIPAL COMPLEX, ONE JUNKINS AVENUE, PORTSMOUTH, NEW HAMPSHIRE

PRESENT: MAYOR BLALOCK, ASSISTANT MAYOR LAZENBY, COUNCLORS ROBERTS, PEARSON, DWYER, DENTON, PERKINS AND BECKSTED

ABSENT: COUNCILOR RAYNOLDS

1. At 6:15 p.m. a Work Session was held regarding 2018 Property Valuation Results.
2. Presentation – Letter of Recognition from Mayor Blalock to Portsmouth Underbelly Tour – Mayor Blalock presented George Hosker-Bouley and Sarah Shanahan a letter of recognition for the Portsmouth Underbelly Tours started in 2004 by Mr. Hosker-Bouley and Laura Pope and ending after 14 years. Mr. Hosker-Bouley and Ms. Shanahan accepted with thanks and appreciation.
3. Presentation – Cooperative Alliance for Seacoast Transportation (COAST) – Rad Nichols of COAST gave a brief presentation regarding the upcoming comprehensive analysis they will be undertaking over the next 22 months.
4. Public Comment Session – Public Comment Session was held with one speaker; Erik Anderson (Valuations)
5. Acceptance of Minutes – August 6, 2018 – **Voted** to approve and accept the minutes of August 6, 2018 with minor correction to page 12 submitted by Councilor Denton.
6. Public Hearing of Ordinance amending Chapter 9, Article VIII – Boarding or Rooming Houses, Sections 9.801 – Section 9.805 – Public Hearing held with no speakers. **Voted** to pass second reading and schedule a third and final reading of the proposed amendment to the Boarding House Ordinance at the September 17, 2018 City Council meeting, as presented.
7. Public Hearing on Resolution Re: Exemption for Solar Energy– A brief power point presentation was given by City Assessor Lentz. A public hearing was held with 2 speakers. **Voted** to amend by adding a footnote explaining the meaning of taxation and assessment. **Voted 7-1** to adopt the proposed resolution, as amended. Councilor Becksted voted opposed.
8. Consent Agenda – **Voted** to adopt the Consent Agenda.
- A. Letter from Matt Junkin, Seacoast Rotary, requesting to hold the 10th Annual Seacoast Rotary Turkey Trot 5k on Thanksgiving, November 22, 2018 at 8:30 a.m. (**Anticipated action – move to refer to the City Manager with power**)

- B. Request for License to Install Projecting Sign for Laurie Smith, owner of Yogasmith LLC for property located at 16 Market Square (**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)**
- C. *Acceptance of Donation to the Coalition Legal Fund
- Town of Rye - \$5,000.00
- (Anticipated action – move to approve and accept the donation, as listed, to be placed in the Coalition Legal Fund)**
- D. Letter from Barbara Massar, Pro Portsmouth, Inc., requesting permission to hold the following events:
- First Night Portsmouth 2019, Monday, December 31, 2018; 4pm - Midnight
 - Children's Day, Sunday, May 5, 2019; Noon – 4pm
 - 42nd Annual Market Square Day Festival & 10K Road Race, Saturday, June 8, 2019; 9am – 4pm
 - 17th Annual Summer in the Street, Saturday evenings 5pm – 9:30pm; June 29th, July 6th, July 13th, July 20th and July 27th
- (Anticipated action – move to refer to the City Manager with power)**
- E. Letter from Liz Good, Moderator, North Church of Portsmouth, UCC, requesting permission to hold it's annual Rally Sunday in Market Square sanctuary on Sunday, September 16, 2018 (**Anticipated action – move to refer to the City Manager with power**)
9. Email Correspondence – **Voted** to accept and place on file.
10. Approval of Extension of Employment Agreement for Stephen Zdravec, Superintendent of Schools – **Voted** to approve the extension of the employment agreement to expire on June 30, 2021 with Stephen Zdravec, Superintendent of Schools.
11. Approval Re: Step Increases for Police Chief Robert Merner – **Voted** to approve the Police Commission's recommendation for step increases as indicated in the Police Commission's letter dated August 29, 2018.

12. Request for First Reading Re: Chapter 7, Section 7.102 – Parking Meter Zones, Subsection A, Downtown High Occupancy Zone – A brief power point presentation was given by Parking Manager Fletcher. **Voted** to schedule a first reading of the proposed Ordinance at the September 17, 2018 City Council meeting, as presented.
13. McIntyre Project – Extension of Negotiating Principles – A brief presentation and proposed schedule was given by Deputy City Manager Colbert Puff. **Voted** to allow the City Manager to continue to negotiate exclusively with Redgate/Kane on the McIntyre Project until November 30, 2018.
14. Establish a Non-Public Session Re: Collective Bargaining Guidelines – **Voted** to establish a non-public session on October 9, 2018 at 6:30 p.m. to have a review of the collective bargaining guidelines.
15. Request to schedule a First Reading Re: Proposed Ordinance for the creation of a Highway Noise Overlay Zoning District– **Voted** to schedule a first reading for the September 17, 2018 City Council meeting on the following zoning amendments related to the creation of a Highway Overlay District:
 - Amendment to Zoning Map to add Highway Noise Overlay District as shown on the map titled “Proposed Highway Noise Overlay District”, dated July 17, 2018;
 - Insert new Section 10.613.60 identifying the Highway Noise Overlay District on the Zoning Map;
 - Insert new Section 10.670 Highway Noise Overlay District;
 - Amend Article 15- Definitions, Section 10.1530 – Terms of General Applicability.
16. City Manager Information Item #2 – Presentation: Citizen Request for Transitional Zoning Option for Bartlett Street Area – Planning Director Walker gave a brief power point presentation outlining some areas that may be suitable for review and also explained the current process. Planning Director Walker will bring the issue to the Planning Board for review as an informational item.
17. Recess/Reconvene – Mayor Blalock called a brief recess at 9:10 p.m. and reconvened at 9:17 p.m.
18. Appointment to be Considered – The City Council considered the reappointment of Thomas Watson to the Economic Development Commission; reappointment of Jolanda Fannin to the Board of Library Trustees; and appointment of Marsha Filion to the Board of Library Trustees. These appointments will be will be acted upon at the September 17, 2018 City Council meeting.
19. Appointments to be Voted – Voted to reappoint the following:
 - Shari Donnermeyer to the Parking and Traffic Safety Committee
20. Mayor’s Appointment of Historical Society Representative to the Demolition Committee – Barbara Ward– **Voted** to appoint Barbara Ward as the Historical Society Representative to the Demolition Committee.

21. Councilor Roberts Item #1 Accessory Dwelling Unit Ordinance – Request for Report Back– Planning Director Walker will report back on Accessory Dwelling Unit and Garden Cottages at the October 1, 2018 City Council meeting.
22. Councilor Denton Item #1– Flier 1 – Burned; Flier 2 – Portsmouth Peoples Climate Movement; Flier 3 – Portsmouth Electric Vehicle Show Councilor Denton reported on 3 upcoming events which he will be participating and urged others to attend.
23. Councilor Perkins Item #1 – Food Trucks – referral to the Planning Board for Zoning Change Consideration - Council consensus was to request the Planning Board to review areas to allow food trucks.
24. Miscellaneous/Unfinished Business – Legislative Subcommittee Report–
Summary of Legislative Subcommittee’s recommendations to the City Council regarding four floor Policies to be considered; NHMA policy recommendations for the Legislative Policy conference
 - **Voted** to support Floor Policy #1 if the abatement interest rate is amended to 2.5%.
 - **Voted** to accept and support Floor Policies #2, #3, and #4 and written.
 - **Voted** to appoint Councilor Dwyer as the City’s voting delegate at the upcoming NHMA Policy Conference.
25. Adjournment – At 9:45 p.m., **voted** to adjourn.

Respectfully submitted by:

Valerie A. French, CNHMC
Deputy City Clerk