

TO: JOHN P. BOHENKO, CITY MANAGER

FROM: KELLI L. BARNABY, CITY CLERK

RE: ACTIONS TAKEN BY THE PORTSMOUTH CITY COUNCIL MEETING HELD ON MONDAY, MAY 21, 2018 MEETING, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, MUNICIPAL COMPLEX, ONE JUNKINS AVENUE, PORTSMOUTH, NEW HAMPSHIRE

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

ABSENT: MAYOR BLALOCK

---

1. Assistant Mayor Lazenby announced that Mayor Blalock declared today as Discover Portsmouth Day in honor of their 10<sup>th</sup> Anniversary.
2. Acceptance of Minutes – May 7, 2018 – **Voted** to approve and accept the minutes of the May 7, 2018 City Council meeting.
3. Public Comment Session – There were 7 speakers: Jackie Cali-Pitts (Fields); Roy Helsel (Borthwick Avenue); Erik Anderson (Prescott Park Arts Festival); Mark Brighton (Budget/Grocery Bags); Esther Kennedy (Prescott Park); Dave Palumbo and Chuck McMahon (Echo Avenue Exit).
4. Acceptance of Community Development Block Grant Funds – **Voted** to accept and expend a Community Development Block Grant (CDBG) in the amount of \$545,208.00 from the U.S. Department of Housing and Urban Development.
5. Consent Agenda – **Voted** to adopt the Consent Agenda.
  - A. Letter from Jennifer Gilbert, St. Charles Children’s Home, requesting permission to hold the 22<sup>nd</sup> Annual St. Charles 5K on Monday, September 3, 2018  
***(Anticipated action – move to refer to the City Manager with power).***
6. Email Correspondence – **Voted** to accept and place on file.
7. Voted to suspend the rules in order to take up Item X. D.1. – Fees for Prescott Park Licensees.
8. Prescott Park License Agreements and Fees for Prescott Park Licensees
  - a) Prescott Park Arts Festival – **Moved** to approve the Prescott Park Arts Festival License Agreement, and further, to authorize the City Manager to execute the Agreement.  
  
**Voted** to amend the motion that the license fee be \$20,000.00 for year 1 with years 2-5 to be recommended by the Fee Committee with approval of the City Council.

**Main motion passed as amended.**

- b) NH Art Association – **Moved** to approve the NH Art Association Agreement, and further, to authorize the City Manager to execute the Agreement.

**Voted** that the fee stay in place for year 1 with subsequent years to be recommended by the Fee Committee with approval of the City Council.

**Main motion passed as amended.**

- c) Gundalow Company – **Moved** to approve the Gundalow Company License Agreement, and further, to authorize the City Manager to execute the Agreement.

**Voted** to have the Gundalow Company pay \$6,500.00 for year 1 and have further discussion for years 2 through 5 to be recommended by the Fee Committee with approval of the City Council.

**Main motion passed as amended.**

9. Pedestrian Connector – License Agreement with Rockingham House Condominium Association – **Voted** to authorize the City Manager to execute the License Agreement enclosed in the Council packet following acceptance of the agreement by the Rockingham House Condominium Association.

Councilor Becksted requested a measurement of the State Street bump out to the bump out at the corner of Fleet Street and State Street.

10. Recreation Board Report Back – Policy Options for Recreation Fields – **Voted** to authorize the City Manager to take the necessary steps to move forward with Option B – initial construction of the Community Campus property and bring back project bonding at the July 2018 meeting.
11. Appointments to be Voted – **Voted** to reappoint Cyrus Beer to the Historic District Commission as an Alternate until June 1, 2021 and reappoint Vincent Lombardi to the Historic District Commission until June 1, 2021.
12. Proposed City Council Policy Re: Use of City Council Chambers & City Hall Conference Rooms – **Moved** to adopt the City Council Policy regarding use of City Council Chambers & City Hall Conference Rooms.

**Voted** to remove the use of Council Chambers from the Policy.

**Voted** to amend that reservations cannot be made more than 30 days in advance versus 90 days. Councilor Roberts voted opposed.

**Main motion passed as amended.**

13. Parking and Traffic Safety Committee Action Sheet and Minutes of the April 5, 2018 meeting – **Voted** to approve and accept the action sheet and minutes of the April 5, 2018 Parking and Traffic Safety Committee meeting.
14. Parking and Traffic Safety Committee Action Sheet and Minutes of the May 3, 2018 meeting – **Voted** to approve and accept the action sheet and minutes of the May 3, 2018 Parking and Traffic Safety Committee meeting.
15. “Green Your Fleet” Workshop Flyer – Councilor Denton announced that the 2018 Green Your Fleet Workshop is being held on June 1, 2018 at New Hampshire Motor Speedway and suggested that a member of the City staff attend.
16. Request for Report Back Re: Fees for Right-to-Know Requests – Councilor Perkins requested that the City Manager report back on what fees we are able to charge for Right-to-Know Requests.
17. Request for Report Back Re: Path to Silver Bicycle Friendly Community – Councilor Raynolds requested a report back on what the path would be and what steps are needed to have the City gain the silver rating for Bicycle Friendly Community.
18. Miscellaneous/Unfinished Business – Councilor Roberts requested a report back on the process to become a Walkable Community and where we currently stand.
19. Adjournment – **At 9:20 p.m., voted to adjourn.**

Respectfully submitted by:

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