

TO: JOHN P. BOHENKO, CITY MANAGER  
FROM: VALERIE A. FRENCH, DEPUTY CITYCLERK  
RE: ACTIONS TAKEN BY THE PORTSMOUTH CITY COUNCIL AT MEETING HELD ON MONDAY, OCTOBER 28, 2019, 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, RAYNOLDS AND BECKSTED

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1. Proclamation – The George R. Laderbush Memorial Bridge – Mayor Blalock read the proclamation rededicating the Woodbury Avenue Bridge the George R. Laderbush Memorial Bridge to honor and remember the full measure of devotion that George R. Laderbush gave to his country. The dedication ceremony will be held on November 11, 2019 at 10:00 a.m.
2. Suspension of Rules to move Item up on Agenda – **Voted** to move up Item XIII-A, City Manager Item #2- Odyssey (Michael Warhurst Sculpture)
3. Odyssey (Michael Warhurst Sculpture) – **Voted** to authorize the City Manager to execute the Letter of Agreement for acceptance of “Odyssey” and ultimately place it in a suitable location in Prescott Park in accordance with the Prescott Park Master Plan and further, to utilize \$7,500.00 from the UDAG grant.
4. Suspension of Rules to move Item up on Agenda – **Voted** to move up Item X- Mayor Blalock Item #1, Approval of Karen Sawyer Conard, New City Manager Employment Agreement.
5. Approval of Karen Sawyer Conard, New City Manager Employment Agreement – **Voted** to approve the Employment Agreement of Karen Sawyer Conard as the New City Manager.
6. Public Comment – There were 6 speakers; Roy Helsel (Collective Bargaining Agreements/Salaries), Donna Garganta (Sister Cities International Friendship Agreement); Jeff Croteau, Sheridan Lloyd, Gary Epler (Sagamore Creek Sewer), Andrea Amico (Safe Water Advisory Group)
7. Vote on Ordinances A-D: **Voted** to pass first reading of Items A-D as listed below and refer to Pubic Hearing and Second reading at the November 12, 2019 City Council meeting.
  - A. First Reading of Ordinance – Food Licensing and Regulations:  
  
First reading of Ordinance amending Chapter 4, Article I, Sections 4.103 – Adoption of Specific Parts HE-P 2300, and Section 4.105 - License
  - B. First Reading of Ordinance – Fire Codes:  
  
First reading of Ordinance amending Chapter 5, Article VIII – Alarm Systems and Article IX – Adopted Fire Codes

- C. First Reading of Ordinance – International Building Code & International Residential Code:  
First reading of Ordinance amending Chapter 12, Part I – International Building Code, and Part II – International Residential Code
- D. First Reading of Ordinance – International Plumbing Code, International Mechanical Code, Fuel Gas Installations and National Electrical Code:  
First reading of Ordinance amending Chapter 15, Part I – International Plumbing Code, Part II – International Mechanical Code, Part III – Fuel Gas Installations, and Part IV – National Electrical Code
8. First Reading of Ordinance amending Chapter 10 – Zoning Ordinance, Article 6 – Overlay Districts and Article 15 – Definitions – Flood Plain District – Motion to postpone first reading to November 12, 2019 **FAILED** on a 2-7 vote, Councilors Pearson and Becksted voted in favor. **Voted** 8-1 to pass first reading and refer to a public hearing and second reading at the November 12, 2019 Council meeting. Councilor Becksted voted opposed.
  9. First Reading of Ordinance amending Chapter 8, Article V – Conservation Ordinance – Voted to pass first reading and schedule a public hearing and second reading of the proposed amendments to Chapter 8, Article V at the November 12, 2019 City Council meeting.
  10. First Reading of Ordinance amending Chapter 10 – Zoning Ordinance, Article 10, Environmental Protection Standards, Section 10.1010 – Wetlands Protection – Voted to pass first reading on the proposed amendments to the Wetlands Protection section of the Zoning Ordinance and schedule a second reading and public hearing for the November 12, 2019 City Council meeting.
  11. Acceptance of Resignation of Amy Schwartz from the Portsmouth Housing Authority – Voted to accept the resignation of Amy Schwartz from the Portsmouth Housing Authority with thanks and appreciation of service to the Board.
  12. Consideration of Appointment – Considered the appointment of Craig Jewett to the Portsmouth Housing Authority to be voted at the November 12, 2019 City Council meeting.
  13. Appointment to be Voted – Voted to appoint Jessica Blasko as a regular member to the Conservation Commission with term to expire April 1, 2020 (filling unexpired term of Nathalie Morison)
  14. Establish Sister City Mayor’s Blue Ribbon Committee – Voted to accept and endorse the establishment and appointments of Stephanie Seacord, Valerie Rochon, Steve Zadravec, Tammi Truax and Steve Butzel, to the Sister City Mayor’s Blue Ribbon Committee.
  15. Sister Cities International Friendship Agreement – Voted to authorize Mayor Blalock and the City of Portsmouth to enter into a Sister City Friendship Agreement with the City of Santarcangelo di Romagna, Italy)

16. Safe Water Advisory Group – Assistant Mayor Lazenby and Councilor Pearson explained that they would like to recommend that the next Mayor and City Council endorse the formation of an advisory group related to Safe Drinking Water due to PFAS contamination issues. No Action taken.
17. Parking and Traffic Safety Committee Action Sheets and Minutes of the September 5, 2019 and October 3, 2019 meetings – **Voted** to accept and approve the action sheets and minutes of the September 5, 2019 and October 3, 2019 Parking and Traffic Safety Committee meetings.
18. Foundry Garage Parking Fees – **Voted** to create new rates for the Foundry Garage as outlined in Councilor Roberts' Memorandum dated October 24, 2019 as a Pilot Program beginning November 15, 2019 through June 1, 2020.
19. Suspension of Rules to move Item up on Agenda – **Voted** to move up Item XIII- City Manager Item #3, Extending and Modifying Players' Ring Lease – Stewardship Agreement.
20. Extending and Modifying Players' Ring Lease – Stewardship Agreement. – **Voted** that the City Manager be authorized to negotiate and execute a stewardship agreement with the Players' Ring Company and the state Land and Community Heritage Investment Program (LCHIP) as well as any amendments to the lease between the City of Portsmouth and the Players' Ring Company as required to secure a \$25,000 LCHIP grant for improvements to the Portsmouth Marine Railway building.
21. Acceptance of Police Department Grant: NH Department of Safety Highway Initiatives - \$20,425.00 – **Voted** to accept and approve the grant to the Portsmouth Police Department, as presented.
22. Acceptance of Grant from Great Bay Resource Protection Partnership – **Voted** to accept and approve a grant from the Great Bay Resource Protection Partnership, and further, authorize the City Manager to execute any documents which may be necessary for this grant contract.
23. Acceptance of Moose License Plate Conservation Grant – **Voted** to accept and approve a grant from the New Hampshire State Library, as presented.
24. School Department Teacher Retirement Incentive – **Voted** to approve the proposed School Department Teacher Retirement Incentive for FY 20, as presented, and further, to allow the School Board, at its' discretion, to implement the incentive in future fiscal years.
25. Easement for 119 International Drive, LLC Property Located at 15 & 19 Rye Street - **Voted** to authorize the City Manager to accept an easement from 119 International Drive, LLC to allow the City to access water shutoffs, valves and other private water infrastructure.

26. Consent Agenda – **Voted** to adopt the Consent Agenda.
- A. \*Acceptance of Fire Department Donation (***Anticipated action – move to accept the \$100.00 donation from Carolyn Hughes Marshall to the Portsmouth Fire Department, as presented***)
- B. Request for License to Install Projecting Sign for owner Ahmed R. Ahmed of DA Box White Box Jewelers for property located at 55 Congress Street (***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***
27. Council e-mail correspondence – **Voted** to accept and place e-mail correspondence on file.
28. Letter from Eric Chinburg, Chinburg Properties, requesting a fee waiver of building permit fees, water hookup fees and any impact fees for renovations of Carey Cottage - Councilor Denton recused himself from the discussion and vote and stepped down from the dais. **Voted** to waive fees as requested.
29. Letter from Guy A. Pronesti requesting permission to remove sidewalk in front of 100 Pinehurst Road– **Voted** that the City Manager be authorized to work with the property owners to remove sidewalks at owner’s expense.
30. Non-Public Session: – **Voted** to go into a Non-Public Session per RSA 91-A:311(c) to discuss matters related to the City Manager’s retirement.
31. Adjournment – Following Non-Public Session, Council reconvened in public meeting and voted to adjourn at 9:20 p.m.

Respectfully submitted by:

Valerie A. French, CNHMC  
Deputy City Clerk