

TO: KAREN CONARD, CITY MANAGER

FROM: KELLI L. BARNABY, CITY CLERK

RE: ACTIONS TAKEN BY THE PORTSMOUTH CITY COUNCIL MEETING HELD BY ZOOM ON MONDAY, APRIL 6, 2020 MEETING AT EACH INDIVIDUAL CITY COUNCILOR'S HOME, CITY MANAGER CONARD'S HOME, CITY ATTORNEY'S OFFICE, AND CITY CLERK'S HOME

PRESENT: MAYOR BECKSTED, ASSISTANT MAYOR SPLAINE, COUNCILORS McEACHERN, WHELAN, LAZENBY, KENNEDY, HUDA, TABOR AND TRACE

1. Work Session – There is no Work Session This Evening – Postponed.
2. Mayor Becksted recited that this is a Remote Meeting via Zoom Conference Call. Per NH RSA 91-A:2 III (b) the Chair has declared COVID-10 Outbreak an emergency and has waived the requirement that a quorum be physically present at the meeting pursuant to the Governor's Executive Order 2020-04. Section 8 and Executive Order #12, Section 3. Members will be participating remotely and will identify their location. All votes will be by roll call.
3. Public Dialogue Session – Postponed.
4. Mayor Becksted led in the Pledge of Allegiance to the Flag.
5. **On a unanimous roll call 9-0, voted** to suspend the rules to take up Item XVI – Presentation by Health Officer Kim McNamara regarding COVID-19 Update.
6. Presentation by Health Officer Kim McNamara regarding COVID-19 Update – Health Officer McNamara provided a detailed presentation regarding COVID-19. She reported on the number of cases throughout the State and the testing procedures that are taking place. She spoke to having the High School being a location for administering vaccines, if that is needed. She also addressed the small supply of Personal Protection Equipment. She also indicated we are 10 days behind where Boston is in terms of reaching a peak for the seacoast area.

City Manager Conard announced that Library Director Butzel has created mask straps to protect the back of ears of individuals from being cut. The straps are being produced with a 3-D printer and is providing these straps to the Portsmouth Regional Hospital for staff and patients.
7. Acceptance of Minutes – February 3, 2020 – **On a unanimous roll call 9-0, voted** to approve and accept the minutes of the February 3, 2020 City Council meeting.

8. Public Comment Session - There were two speakers: Mark Brighton (Budget and advising City Council what services the taxpayer's value); Jim Hewitt (Density and parking spaces for the West End Project).
9. Public Hearing – Proposed Resolution Authorizing a Bond Issue, and/or Notes, or Executive of Lease Purchase Agreement of up to One Million Four Hundred Thousand (\$1,400,000.00) Dollars for the Acquisition of One Fire Apparatus – Held a Public Hearing. **On a unanimous roll call 9-0, voted** to adopt the Resolution as presented.
10. Public Hearing – Request to Discontinue a Portion of Cate Street Connector Road – Held a public hearing. **On a unanimous roll all 9-0, voted** to grant the petition of Cate Street Development, LLC to discontinue that portion of the public highway known as Cate Street defined and described in the petition, subject to the conditions contained therein.
11. Appointments to be Voted – **On a unanimous roll call 9-0, voted** approve the appointments listed below:
 - Appointment of Beth Margeson to the Citywide Neighborhood Committee until December 31, 2021.
 - Reappointment of Jessica Blasko to the Conservation Commission until April 1, 2023.
 - Reappointment of Allison Tanner to the Conservation Commission until April 1, 2023.
 - Reappointment of Jackie Cali-Pitts to the Recreation Board until April 1, 2023
 - Reappointment of Lisa Loutitt to the Recreation Board until April 1 , 2023
12. Portsmouth Budget, Revenue, Tax Base and Financial Assessment for 2020-2022 – Information to be provided under Councilor Huda's name which is requesting similar information.
13. Parking and Traffic Safety Committee Action Sheet and Minutes of March 5, 2020 meeting – **On a roll call 8-1, motion passed** to approve and accept the action sheet and minutes of the March 5, 2020 Parking & Traffic Safety Committee meeting. Assistant Mayor Splaine, Councilors McEachern, Whelan, Lazenby, Huda, Tabor, Trace and Mayor Becksted voted in favor. Councilor Kennedy voted opposed.
14. McIntyre Subcommittee Update – Councilor Whelan announced we have a new attorney representing the City and his name is Attorney Michael Connolly that is representing the City with McIntyre matter.

15. Request for Report Back regarding Additional Remote and/or Advance Voting in NH Elections – Requested that the memorandum from City Clerk Barnaby be inserted as part of the minutes. Councilor Lazenby requested that a letter to the legislature come back at the April 20th City Council meeting in support of HB 1672 allowing no fault absentee ballot voting for the upcoming elections.
16. **On a unanimous roll call 9-0, voted** to suspend the rules in order to take up Item XVIII. 3. – Summary of Parking Holiday and Revenue Impacts.
17. Summary of Parking Holiday and Revenue Impacts – **On a roll call 5-4, voted** to extend the parking holiday until April 20, 2020 City Council meeting. Assistant Mayor Splaine, Councilors Whelan, Lazenby, Kennedy, Trace voted in favor. Councilor McEachern, Huda, Tabor and Mayor Becksted voted opposed.

Assistant Mayor Splaine requested we look toward stream line budgeting and how we reduce expenditures during the budget process.

Mayor Becksted requested we implement the installation of parking cones for designated take out parking space at those restaurant open and serving take out foods.
18. Forecasted Economic Downturn caused by the Covid-19 Virus – City Manager Conard said we would provide a report back from Economic Development Manager Nancy Carmer at the April 20, 2020 City Council meeting.
19. Market Street Property Purchase from NH Department of Transportation – **On a unanimous roll call 9-0, voted** to refer procurement of land from the NHDOT to the Planning Board for a recommendation back to City Council.
20. Woodbury Avenue Signal Coordination Project – **On a unanimous roll call 9-0, voted** to accept the completed Woodbury Avenue Signal Coordination project.
21. Middle Street Baptist Parking Contract Renewal – **On a unanimous roll call 9-0, voted** execute the Parking Lot Usage/Maintenance Agreement with the Middle Street Baptist Church.
22. Email Correspondence – **On a unanimous roll call 9-0, voted** to accept and place on file.
23. Miscellaneous Business Including Business Remaining Unfinished at Previous Meeting – The City Council thanked everyone that has assisted during the COVID-19 Pandemic.

24. At 9:55 p.m., **on a unanimous roll call 9-0, voted** to adjourn.

Respectfully submitted by:

Kelli L. Barnaby, MMC, CNHMC
City Clerk