

TO: KAREN CONARD, CITY MANAGER

FROM: KELLI L. BARNABY, CITY CLERK

RE: ACTIONS TAKEN BY THE PORTSMOUTH CITY COUNCIL MEETING OF JANUARY 11, 2021 THAT WAS HELD BY ZOOM AND ATTENDED AT EACH INDIVIDUAL CITY COUNCILOR'S HOME, CITY MANAGER CONARD'S OFFICE, 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. 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-19 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, as extended by Executive Order 2020-24 and Emergency Order #12, Section 3. Members will be participating remotely and will identify their location and any person present with them at that location. All votes will be by roll call.
2. Acceptance of Minutes – June 4, 2020 – **On a unanimous roll call 9-0, voted** to approve and accept the minutes of the June 4, 2020 City Council meeting.
3. Public Comment Session – There were 3 speakers: Massimo Morgia, Valerie Rochon and Marie Bodi (McNabb Project on Penhallow Street).
4. Third and Final Reading of Ordinance amending Chapter 10, Article 6 – Overlay Districts – Flood Plain Overlay District Zoning Maps – **On a roll call 7-1 and 1 abstention, voted** to adopt third and final reading of the proposed amendments to the Floodplain Overlay District. Assistant Mayor Splaine, Councilors McEachern, Whelan, Lazenby, Huda, Tabor and Mayor Becksted voted in vote. Councilor Kennedy voted opposed. Councilor Trace abstained from voting on this matter.
5. Ethics Committee Drawing by Lot – Councilor Lazenby was chosen to serve on the Ethics Committee in a Drawing by Lot.
6. **On a unanimous roll call 9-0, voted** to suspend the rules to take up Item XVII A. – FY20 Annual Audit Presentation by Melanson CPA.
7. FY20 Annual Audit Presentation by Melanson CPA – Alina Korsak, representing Melanson, provided a brief overview of the Annual Audit and stated that the City of Portsmouth is in strong financial shape.
8. Acknowledgement of Boards and Commissions – 2020 – Mayor Becksted acknowledged the work of various Boards and Commissions over the last year. He announced those Boards and Commissions that had resignations this year and thanked the individuals for serving on the following Boards/Commission: Neighborhood Blue Ribbon Committee, Portsmouth Housing Authority, Conservation Commission, Historic District Commission, Library Board of Trustees, Zoning board of Adjustment and the Planning Board.

9. Appointments to ReOpen Portsmouth 2021 Blue Ribbon Committee – Mayor Becksted announced the appointments of John Akar and Anne Weidman to the Committee.
10. Appointment to Portsmouth Health Blue Ribbon Committee – Mayor Becksted announced the appointment of Rich DiPentima to the Committee.
11. Resignations – Mayor Becksted announced the resignation of Lisa Louttit from the Recreation Board and the Peirce Island Committee.
12. Creation of Arts and Non-Profit Blue Ribbon Committee (Not on Agenda) – Mayor Becksted announced the creation of the Arts and Non-Profit Blue Ribbon Committee. He said individuals do not have to be a resident to serve on this Committee. He brought forward the names of individuals he is appointing thus far: Barbara Massar, Tina Sawtelle, Jason Goodrich and Russ Grazier.
13. Red Cross Flag (Not on Agenda) – Mayor Becksted announced that the Red Cross is providing flags to fly in recognition and support of our front line workers during the pandemic.
14. Parking and Traffic Safety Committee Action Sheet and Minutes of the December 10, 2020 meeting – **On a roll call 6-3, voted** to approve and accept the action sheet and minutes of the December 10, 2020 Parking and Traffic Safety Committee meeting.
15. McIntyre/Portsmouth Listens – Councilor Whelan reported that Portsmouth Listens has 22 groups with 250 residents to participate in the Study Circles regarding the McIntyre Project. He announced on January 20th that Portsmouth Listens will be making a Presentation to the City Council regarding the McIntyre Study Circles.
16. State of broadband internet access in City of Portsmouth – **On a unanimous roll call 9-0, voted** to request the City Manager for a report back on broadband internet access.
17. Preliminary FY22 Annual Budget Guidance from the Council – No action taken.
 Data needed in Preparation for the upcoming FY22 Budget Sessions:
 - Final FY20 Actual Detail
 - December 2020 Monthly Report
 - FY21 CIP Spend & Remaining Balances

Following up on the request made for this data during the December 7, 2020 Council meeting

 - Report Back on the Date of availability for the Final FY20 Actual Detail – Per the City Manager this data is available – Please provide download to Council
 - Report Back on FY21 CIP including the following:
 - November 2020 & 6 Months ended December 2020 CIP Balances to include:
 - FY21 CIP Distribution by Line Item Amount
 - YTD Spend
 - YTD Encumbered
 - Remaining Balance

(Received Data on the General Fund)

Status of above Request on the Remaining 5 Columns in the FY21 CIP Listed Below:

- Enterprise Funds
- Bond/Lease
- Federal/State
- Other Revenues
- PPP

18. Acceptance of Donation for the Senior Center Lunch Program - \$150.00 – **On a unanimous roll call 9-0, voted** to accept the donation of \$150.00 for the Senior Lunch Program as presented.
19. Acceptance of Sub-Grant Through the State of NH Secretary of State from CARES Act for the Primary Election in September and General Election in November 2020 - \$71,635.93 – **On a unanimous roll call 9-0, voted** to authorize the City Manager to apply for, accept and expend the additional election grant funds received through the CARES Act in the amount of \$17,552.84 and the increased match amount of \$3,404.01 (for a total of direct grant of \$71,635.93 and 20% match of \$14,220.63), subject to the terms of any offer, rule or regulation pertaining thereto and any other election security grants or other funds received by gift, grant or loan from state, federal or other governmental units to assist with elections.
20. Acceptance of Community Development Block Grant Funds - \$490,082.00 – **On a unanimous roll call 9-0, voted** to authorize the City Manager to apply for, accept and expend Community Development Block Grant in the amount of \$490,082.00 through the CARES Act from the U.S. Department of Housing and Urban Development subject to the terms of any offer, rules or regulation pertaining thereto.
21. 60 Penhallow Street (Brick Market) Request for Temporary Construction Licenses – **On a unanimous roll call 9-0, voted** to table the request until the January 25, 2020 City Council meeting for the City along with Mr. McNabb and affected restaurants to sit down and work this out.
22. Request for a Temporary Construction License for 145 Maplewood Avenue (aka 111 Maplewood Avenue) – **On a unanimous roll call 9-0, voted** to authorize the City Manager to execute and accept the temporary construction license regarding 145 Maplewood Avenue as submitted.
23. Email Correspondence – **On a unanimous roll call 9-0, voted** to accept and place on file.
24. Letter from Steve Parker Feld and Michael Danley, Friends of the First NH State House, regarding input into Historic Preservation of the McIntyre property – **On a unanimous roll call 9-0, voted** to accept and place on file.
25. Report from the Blue Ribbon Committee on Prescott Park Master Plan Implementation – **On a unanimous roll call 9-0, voted** to hold a Work Session on the Prescott Park Report.
26. Adjournment – **At 9:25 p.m., on a unanimous roll call 9-0, voted** to adjourn.

Respectfully submitted by:

Kelli L. Barnaby, MMC, CNHMC – City Clerk