

CITY COUNCIL MEETING

MUNICIPAL COMPLEX, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, PORTSMOUTH, NH
DATE: MONDAY, JANUARY 24, 2022 TIME: 6:00PM

Members of the public also have the option to join the meeting over Zoom, a unique meeting ID and password will be provided once you register. To register, click on the link below or copy and paste this into your web browser:
https://us06web.zoom.us/webinar/register/WN_nm6N8KSkQbKtoQ6yli_H7w

6:00PM – ANTICIPATED NON-PUBLIC SESSION:

1. COLLECTIVE BARGAINING 101 – RSA 91-A:3, II (a)
2. FIRE DEPARTMENT MEMORANDUM OF AGREEMENT – RSA 91-A:3, II (a)

AGENDA

- I. **WORK SESSION – THERE IS NO WORK SESSION THIS EVENING**
- II. **PUBLIC DIALOGUE SESSION** [when applicable – every other regularly scheduled meeting] – **N/A**
- III. **CALL TO ORDER** [7:00 p.m. or thereafter]
- IV. **ROLL CALL**
- V. **INVOCATION**
- VI. **PLEDGE OF ALLEGIANCE**
- VII. **ACCEPTANCE OF MINUTES** (*There are no minutes on for this evening*)
- VIII. **RECOGNITIONS AND VOLUNTEER COMMITTEE REPORTS**
- IX. **PUBLIC COMMENT SESSION** (*This session shall not exceed 45 minutes*) – (*participation may be in person or via Zoom*)
- X. **PUBLIC DIALOGUE SUMMARY** [when applicable] – **N/A**
- XI. **PUBLIC HEARINGS AND VOTE ON ORDINANCE AND/OR RESOLUTIONS**

First Reading of Ordinance:

- A. First reading of Ordinance amending Chapter 3, Article XI, Section 3.1101 – 3.1104 – Face Coverings During the COVID-19 Pandemic (**Sample motion – move to pass first reading and schedule a public hearing and second reading at the February 7, 2022 City Council meeting**)

XII. **MAYOR McEACHERN**

1. Acceptance of Resignations:
 - Andrew Samonas from the Conservation Commission
 - Peter McDonnell from the Zoning Board of Adjustment
 - Chase Hagaman, Alternate from the Zoning Board of Adjustment

2. Appointments to be Considered:
 - Jason Huett to the Cable Television and Communications Commission
 - Chris Benecick to the Cemetery Committee
 - Eva Boice to the Cemetery Committee
 - Deirdre (Dee) Forte to the Cemetery Committee
 - Michael Griffin to the Cemetery Committee
 - Donald Margeson to the Cemetery Committee
 - Sue Polidura to the Cemetery Committee
 - Kerry Rubinstein to the Cemetery Committee
 - Susan Sterry to the Cemetery Committee
 - Steven Detrolio to the Sustainable Practices Blue Ribbon Committee
 - Jay Lieberman to the Sustainable Practices Blue Ribbon Committee
3. Approval of City Council Rules and Orders
4. Ratification of City Council Policies
5. *Ethics Committee Drawing by Lot
6. Board and Commission Assignments for City Council
7. *Ratification of Blue Ribbon Committees
 - African Burying Ground Stewardship Blue Ribbon Committee
 - Prescott Park Master Plan Implementation Committee
 - Sister City Blue Ribbon Committee
 - Sustainable Practices Blue Ribbon Committee
 - Vaughan Mall Blue Ribbon Committee
 - Mayor's Blue Ribbon Energy Advisory Committee
 - Portsmouth Arts & Non-Profits
 - Safe Water Advisory Group Committee
 - Skateboard Park Blue Ribbon Committee

XIII. CITY COUNCIL MEMBERS

A. COUNCILOR TABOR

1. Community Power Update and next steps (no action required)

B. COUNCILOR DENTON

1. *Charter Amendments (***Sample motion – move for a report back on the process and recommended way forward for two charter amendments to be placed on the next Municipal Election's ballot that would accomplish the following:***
 - ***Officers elected at the biennial election taking office that November and not the following January; and***
 - ***The election of five ward specific City Councilors at-large City Councilors, with the at-large City Council candidate with the most votes becoming Mayor and the at-large City Council candidate with second most votes becoming Assistant Mayor; or***

- ***The election of five ward specific City Councilors, three at-large City Councilors, and the direct election of Mayor, with the at-large City Council candidate with the most votes becoming Assistant Mayor; or***
- ***The direct election of Mayor and the City Council candidate with the most votes becoming Assistant Mayor***

C. COUNCILOR BAGLEY

1. Religious Holiday Policy

D. COUNCILOR COOK

1. ****Discussion of establishment of a Governance Committee (Sample motion – move to create a Governance Committee to be convened for the purpose of reviewing the City Charter, Council Ordinances, Council Rules, and Council Policies, which will be required to report back to the City Council on committee progress and any recommended alternations to those documents. In furtherance, the Governance Committee shall consist of three members of the City Council, appointed by the Mayor with approval of the City Council. As a priority, the Governance Committee shall review the Ethics Ordinance, Land Use Board Appointment Process, and City Committee Structure, and any other urgent governance matter that comes to the attention of the committee or is referred by the City Council to the committee)***

XIV. APPROVAL OF GRANTS/DONATIONS

- A. ****Approval of Grant for Police Department from US Department of Justice - \$418,549.00 (Sample motion – move to approve and accept the grant for the Police Department from the U.S. Department of Justice as presented)***
- B. ****Acceptance of Donations to the Police Department:***
 - Donation of \$300.00 from the Seidl Family
 - Donation of \$10.00 Gift Card from the Rollins Family
 - Donation of various Gift Cards from anonymous citizens***(Sample motion – move to approve and accept the donations for the Police Department as presented)***
- C. ****Acceptance of Donations to Portsmouth 400th***
 - Robert Barefield - \$1.00
 - Denise A. Poulos - \$1,000.00***(Sample motion – move to approve and accept the donations as presented)***
- D. ****Acceptance of Donation to Fire Department from Paul Gormley and Kimi Iguchi - \$2,500.00 (Sample motion – move to approve and accept the donation for the Fire Department as presented)***

XV. CITY MANAGER'S ITEMS WHICH REQUIRE ACTION

A. CITY MANAGER CONARD

City Manager's Items Which Require Action:

1. Ratification of Release of Trust Funds for Community Campus Acquisition
2. License Extension for 60 Penhallow Street
3. Expansion of West End Economic Revitalization Zone
4. Approval of Proposed Redistricting Map

XVI. CONSENT AGENDA

(Proper Motion for Adoption of Consent Agenda - move to adopt the Consent Agenda)

- A. Letter from Rich Clyborne, Gundalow Company, requesting permission to hold the second Riverfest on Saturday, June 4, 2022 from 10:00 a.m. to 5:00 p.m. ***(Anticipated action – move to refer to the City Manager with Authority to Act)***
- B. Letter from Kathie Lynch, Portsmouth Little League, requesting approval of temporary Signs/Banners for 2022 Season ***(Anticipated action – move to refer to the City Manager with Authority to Act)***
- C. Letter from Emily Rivera, National Multiple Sclerosis, requesting permission to hold the annual Walk MS 2022 on Saturday, April 23, 2022 from 10:00 a.m. to 1:00 p.m. ***(Anticipated action – move to refer to the City Manager with Authority to Act)***
- D. Letter from Tamires Costa, Cystic Fibrosis Foundation, requesting permission to hold the CF Cycle for Life on Saturday, July 16, 2022 from 7:30 a.m. to 4:00 p.m. ***(Anticipated action – move to refer to the City Manager with Authority to Act)***

XVII. PRESENTATION & CONSIDERATION OF WRITTEN COMMUNICATIONS & PETITIONS

- A. Email Correspondence ***(Sample motion – move to accept and place on file)***
- B. Letter from Shawn Menard, Seacoast Eat Local regarding new management of Portsmouth Farmers' Market ***(Sample motion – move to refer to the Legal Department for report back)***

XVIII. CITY MANAGER'S INFORMATIONAL ITEMS

XIX. MISCELLANEOUS BUSINESS INCLUDING BUSINESS REMAINING UNFINISHED AT PREVIOUS MEETING

- A. Citywide Neighborhood Committee Biennial Report to the City Council – *Information Only*

XX. ADJOURNMENT [at 10:30 p.m. or earlier]

**Indicates verbal report*

**KELLI L. BARNABY, MMC/CNHMC
CITY CLERK**

ORDINANCE# __-2022

THE CITY OF PORTSMOUTH ORDAINS

That Chapter 3, Article XI, **EFFECTIVE DATE**, of the Ordinances of the City of Portsmouth be amended as follows (deletions from existing language **stricken**; additions to existing language **bolded**; remaining language unchanged from existing):

That the Ordinances of the City of Portsmouth are hereby amended by the addition of a new Ordinance titled FACE COVERINGS DURING THE COVID-19 PANDEMIC:

WHEREAS, the Nation, the State, and the City are engaged in an effort to protect the public health in light of the COVID-19 virus pandemic; and

WHEREAS, the Portsmouth City Council has issued a policy statement on Pandemic Response by Resolution adopted on July 13, 2020; and

WHEREAS, the Portsmouth City Council has determined that the wearing of face coverings during the time of the pandemic is one means of reducing the spread of COVID-19;

WHEREAS, the Health Officer of the City has issued a Public Health Directive dated January 7, 2022, which requires members of the public to wear proper face coverings for protection against the spread of COVID-19 during certain specified circumstances; and

WHEREAS, US Centers for Disease Control, the NH Bureau of Infectious Disease Control, and the City of Portsmouth Health Officer have determined that the wearing of face coverings during the time of the pandemic is an important means of reducing the spread of COVID-19;

NOW THEN, Portsmouth City Council hereby adopts the following ordinance regarding the wearing of face coverings in the City during the pandemic:

FACE COVERINGS DURING THE COVID-19 PANDEMIC

It is hereby adopted as a new Article XI to the Ordinances of the City, Chapter 3, PUBLIC HEALTH, a new provision which shall read as follows:

CHAPTER 3

PUBLIC HEALTH

ARTICLE XI: FACE COVERINGS DURING THE COVID-19 PANDEMIC

SECTION 3.1101: FACE COVERINGS REQUIRED

All persons are hereby required to wear face coverings whenever they are in indoor places which are accessible to the public. Places accessible to the public expressly includes all places of employment and public transportation.

SECTION 3.1102: PERMISSIBLE FACE COVERINGS

A required face covering pursuant to this ordinance shall be any product that covers the nose and mouth of the person wearing it. The face covering may be commercially manufactured or personally created. Face coverings identified as N95 and KN95 are more effective than cloth face coverings.

SECTION 3.1103: EXCEPTIONS

The following persons are exempted or excepted from the requirements of this ordinance:

- A. Persons who have a medical or other condition which may pose a risk to the health of the individual wearing the face covering.
- B. Any child under age five (5).
- C. Any person who is actually engaged in the act of eating or drinking at a business establishment licensed by the City of Portsmouth for that purpose, although the face covering should be worn both prior and subsequent to the act of eating or drinking.

SECTION 3.1104 PENALTY

The penalty for a person violating this provision shall be the issuance of a civil citation pursuant to Ordinance Article XIII, MUNICIPAL ENFORCEMENT PROCEDURES¹, except that under no circumstances shall the penalty for a violation of this ordinance exceed \$25.00.

EFFECTIVE DATE

This ordinance shall take effect immediately and shall terminate on April 1, 2022 with enforcement discretion to be determined by the Health Department.

The City Clerk shall properly alphabetize and/or re-number the ordinances as necessary in accordance with this amendment.

All ordinances or parts of ordinances inconsistent herewith are hereby deleted.

¹ Note: The penalty for a first offense under Article XIII is \$25.00, if paid within seven (7) days

This ordinance shall take effect upon its passage.

APPROVED

By: _____
Mayor Deaglan McEachern

ADOPTED BY COUNCIL:

Kelli L. Barnaby, City Clerk

ORDINANCE# __-2022

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CHAPTER 3

PUBLIC HEALTH

**~~ARTICLE XI: FACE COVERINGS DURING THE COVID-19 PANDEMIC~~
~~(REPEALED IN ITS ENTIRETY JUNE 7, 2021)~~**

ARTICLE XI: FACE COVERINGS DURING THE COVID-19 PANDEMIC

SECTION 3.1101: FACE COVERINGS REQUIRED

All persons are hereby required to wear face coverings whenever they are in ~~indoor or outdoor places which are accessible to the public, in which a physical distancing of six feet (6') between people who are not members of the same household is not maintained.~~ indoor places which are accessible to the public. Places accessible to the public expressly includes all places of employment and public transportation.

SECTION 3.1102: PERMISSIBLE FACE COVERINGS

A required face covering pursuant to this ordinance shall be any product that covers the nose and mouth of the person wearing it. The face covering may be commercially manufactured or personally created. **Face coverings identified as N95 and KN95 are more effective than cloth face coverings.**

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- B. Any child under age ~~six (6)~~ **five (5)**.
- C. Any person who is actually engaged in the act of eating or drinking at a business establishment licensed by the City of Portsmouth for that purpose, **although the face covering should be worn both prior and subsequent to the act of eating or drinking.**

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¹ Note: The penalty for a first offense under Article XIII is \$25.00, if paid within seven (7) days

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This ordinance shall take effect upon its passage.

APPROVED

By: _____
Mayor Deaglan McEachern

ADOPTED BY COUNCIL:

Kelli L. Barnaby, City Clerk

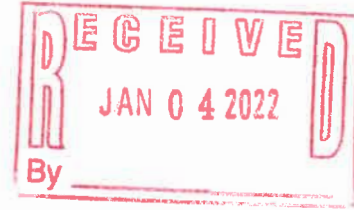
Resignation

Andrew Samonas
460 Richards Ave
Portsmouth, NH
03801

January 4, 2022

Attn:

Ms. Kelli Barnaby
Ms. Karen Conard
Mr. Rick Becksted



Dear City Clerk Barnaby,

Please accept my resignation from the Conservation Commission to formally accept a seat as an alternate member of the Planning Board. I thank Chair McMillan for the opportunity to serve alongside her and each of the other dedicated commissioners. Please also extend my thanks to Peter Britz for his continued assistance and engagement with the City's environmental planning initiatives.

I am eager to learn more about this net opportunity and continuing serving the City of Portsmouth.

Warm regards,


Andrew Samonas
(603)-988-7824

Peter J. McDonell
54 Mason Avenue
Portsmouth, NH 03801

January 11, 2022

[sent via email to mayor@cityofportsmouth.com]

Mayor Deaglan McEachern
1 Junkins Avenue
Portsmouth, NH 03801

Re: Zoning Board of Adjustment Resignation

Dear Mayor McEachern:

Thank you for taking the time to speak with me this afternoon. As we discussed, please accept my resignation from the Portsmouth Zoning Board of Adjustment. It has been my privilege to serve the City in that capacity for the past several years, and I appreciate having been given the opportunity.

Sincerely,



Peter J. McDonell



January 16, 2022

Name

Chase Hagaman

Email

chase.hagaman@gmail.com

Subject

ZBA Resignation

Message

Good afternoon, Mayor McEachern:

With the start of a new year, increasing responsibilities at work, and a quickly growing 2-year old, I have decided that it is time to step away from serving on Portsmouth Zoning Board of Adjustment and tender my resignation from the board, effective after the upcoming January meeting. I believe the ZBA plays an important role for our city, and it has been an honor to serve our community in this capacity. I will certainly miss being a member and trust that the next person to occupy this seat and finish my term will enjoy it as much as I have. If provided the opportunity, I would consider serving again in the future. Happy New Year, congratulations, and I wish you great success as you lead our city into 2022 and beyond. If there are other steps I need to take as part of this process or you would like to discuss further, please let me know.

With Gratitude,
Chase Hagaman



CITY OF PORTSMOUTH, N.H. BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

*Instructions: Please print or type and complete all information.
Please submit resume' along with this application.*



Cable Television and Communications Commission
Committee: _____

Name: **Jason M. Huett** Telephone: **603-440-8478**

Could you be contacted at work? YES NO If so, telephone# **603-440-8478**

Street address: **52 Daniel Street Apt 7 Portsmouth, NH 03801**

Mailing address (if different): _____

Email address (for clerk's office communication): **jason.huett@comcast.net**

How long have you been a resident of Portsmouth? **5 Months**

Occupational background:

Business Executive (GM, Sales, Marketing, Operations)

Chief Information Officer / Information Technology

Please list experience you have in respect to this Board/Commission:

VP - Information Technology / Chief Information Officer - 17 Years

Currently Program Manager For Consultancy that provides cloud based ERP and communications solutions to 50 + Clients.

Responsible For Managed Network Services - Wan / Lan / IP

OVER

Have you contacted the chair of the Board/Commission to determine the time commitment involved? YES NO

Would you be able to commit to attending all meetings? YES NO

Reasons for wishing to serve: _____
As a 22 year resident of New Hampshire and a current resident of Portsmouth, I would like to serve the community by ensuring that an effective telecommunication system is in place for all of Portsmouth's residents. I feel I have the background in information service delivery and general business management to be effective and contribute.

Please list any organizations, groups, or other committees you are involved in:

Please list two character references not related to you or city staff members:
(Portsmouth references preferred)
1) John Seaver 35 Connecticut Riverbend Place, Claremont, NH 03742 508-527-4733
Name, address, telephone number
2) John Batten 35 Connecticut Riverbend Place, Claremont, NH 03742 603-727-2445
Name, address, telephone number

BY SUBMITTING THIS APPLICATION YOU UNDERSTAND THAT:

1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
5. Application will be kept on file for one year from date of receipt.

Signature: _____ Date: 8-9-2021

If you do not receive the appointment you are requesting, would you be interested in serving on another board or commission? Yes No

Please submit application to the City Clerks Office, 1 Junkins Avenue, Portsmouth, NH 03801
6/27/2012

JASON HUETT

52 Daniel St • Portsmouth, NH 03801 • jason.huett@comcast.net • (603) 440-8478

ACCOMPLISHMENTS

- Developed and launched a Digital Factory Roadmap to implement Industry 4.0 concepts in a manufacturing environment to leverage advances in IIOT and AI technologies to drive OEE and cost reductions to maintain leadership in our manufacturing segment.
- Executed cost reduction projects worth 1,700k in direct savings in two years through a combination of material engineering, business process redesign, supplier negotiations and supply chain management.
- Developed and executed a sales and marketing plan that realized 2m in gross margin gain through price and cost management as well as focusing on the most profitable sales channels.
- Developed and lead a cross-functional team to implement a Sales & Operations Planning process for a 500m company that improved on time delivery, increased inventory turns and smoothed production scheduling.
- Consolidated 4 separate ERP systems into a single operating platform while merging and streamlining business processes resulting in a 10% reduction in systems spending and enabling headcount reductions through automation and business process redesign.

PROFESSIONAL EXPERIENCE

NEW HAMPSHIRE INDUSTRIES

Vice President – Global Supply Chain / CIO

March 2018 – Present

Vice President – Sales and Marketing

March 2016 – Feb 2018

Director, Marketing, Business Systems, Materials Management

March 2011 – Feb 2016

Responsible for the development and execution of the sales and marketing plan for a company with 30m in annual sales. Responsible for the direction and oversight of the company's information systems and infrastructure including ERP systems. Lead the redesign of the company's supply chain including cost reduction initiatives and improving execution and quality of the China and Mexico supply chain.

HUETT AND ASSOCIATES, INC.

October 2009 – March 2011

President

Business Management and Information Technology Consultancy. Designed and implemented client business processes and managed start up activities including securing operating financing, supplier contracts and negotiations. Provided CIO advisory services, project management practice evaluations and portfolio management.

Key Achievements:

- For Interstate Batteries, provided training and methodologies for the Project Management Office and delivered a project portfolio management process used to direct strategic projects for a 15m IT budget.
- For a start up distributor of green building products, created and implemented the company's business plan including development of pro-forma financials and securing financing.

KNIGHT INDUSTRIES

January 2008 – October 2009

Vice President – General Manager – Knight-Celotex Fiberboard

Responsible for profit / loss leadership and business growth for a building products company with annual sales in excess of 70m and 4 manufacturing facilities in 4 states.

Key Achievements:

- Lead the sale of the company and assets for 3x EBITDA in distressed building products sector.
- Reduced operating costs by 25% in an effort to right-size to sales volumes.
- Focused sales and marketing team on most resilient markets which outperformed an industry wide sales decline of 25%

THERMADYNE

June 2000 – December 2007

Vice President – Demand Planning / Information Technology / CIO

In addition to CIO responsibilities, responsible for the direction of Thermadyne's demand planning including coordination of demand planning, scheduling and procurement.

Key Achievements:

...Continued...

JASON HUETT

PAGE TWO

- Implemented new sales and operations planning process that tied top goals of the company to daily execution.
- Reduced working capital requirements and improved inventory turns while improving delivery performance
- Lead the redesign of the company's business unit architecture and combined 4 ERP systems into a single platform
- Transitioned company reporting to a common data warehouse platform.

ENTERPRISE RENT-A-CAR

1996 – 2000

IT Department Manager – Rental Systems

Responsible for the leadership of the 45 person Rental Systems teams with applications and technology deployed to over 4,200 branch locations world-wide.

Key Achievements:

- Delivered 1st new application prototype in 10 years of attempts to do so.
- Lead team of architects to create a new standard that enabled the Rental Systems to scale to handle millions of transactions per day while linking web and legacy technologies.
- Developed 5 project leaders who were promoted within their first year to management

ANALYSTS INTERNATIONAL CORPORATION

1991 - 1996

Staff Manager

Responsible for the leadership of a team of 35 technology consultants serving 22 clients within the region.

Key Achievements

- Reduced employee turnover by 6% over a one year period.
- Developed a debt collection system for a client that increased collections by \$2 million per quarter.

Previous Experience

- ◆ Computer Task Group, Inc., Systems Engineer, 1990 – 1991
- ◆ Grindsted Products, Inc., Programmer, 1989 – 1990
- ◆ First American Companies, System Operator, 1987 – 1990

EDUCATION / TRAINING

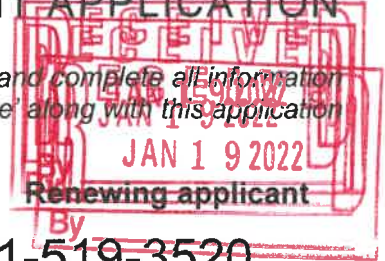
BUSINESS ADMINISTRATION ◆ Currently Enrolled - Working towards BS ◆ State University Of New York – Regents, Albany, New York
CERTIFIED COMPUTING PROFESSIONAL ◆ Institute for the Certification of Computing Professionals



CITY OF PORTSMOUTH, N.H.
BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

Instructions: Please print or type and complete all information
Please submit resume along with this application



Committee: Cemetery Committee

Name: Chris Benecick Telephone: 201-519-3520

Could you be contacted at work? YES [] NO [x] If so, telephone #

Street address: 7 Portwalk Place, Unit 1323, Portsmouth NH 03801

Mailing address (if different):

Email address (for clerk's office communication): chrisbenecick@gmail.com

How long have you been a resident of Portsmouth? 2.5 years

Occupational background:

I am currently a VP-Sales for a technology company (PartsTrader) that provides auto collision repair parts sourcing solutions to major insurance companies. Graduate of the University of New Hampshire with a major in History/Political Science.

Would you be able to commit to attending all meetings? YES [x] NO []

Reasons for wishing to continue serving: I joined the Mayor's Blue Ribbon Committee in October 2021. The committee has just started to get organized to undertake its stated mission to restore and preserve Portsmouth's historic cemeteries for future generations. There is much work that needs to be done to outline a working plan to raise funds for this work and put it to action, and unfortunately volunteers and resources are in short supply. Local history is a passion of mine.

OVER

Please list any organizations, groups, or other committees you are involved in:

I am currently involved in volunteer work with The Portsmouth Historical Society.

Please list two character references not related to you or city staff members:
(Portsmouth references preferred)

1) Marti Webster, 7 Portwalk Pl., #1208, Portsmouth NH 03801 802-238-5670

Name, address, telephone number

2) David Schneider, 7 Portwalk Pl., #1203, Portsmouth NH 03801 203-921-5942

Name, address, telephone number

BY SUBMITTING THIS APPLICATION YOU UNDERSTAND THAT:

1. This reappointment application is for consideration and does not mean you will necessarily be reappointed to this Board/Commission; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
5. Application will be kept on file for one year from date of receipt.

Signature: Chris Beneciek Date: 1/18/22

CITY CLERK INFORMATION ONLY:

New Term Expiration Date: _____

Annual Number of Meetings: _____ Number of Meetings Absent: _____

Date of Original Appointment: _____

Please submit application to: City Clerk's Office, 1 Junkins Avenue, Portsmouth, NH 03801



CITY OF PORTSMOUTH, N.H.
BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

*Instructions: Please print or type and complete all information
Please submit resume' along with this application*



Committee: Mayor's Blue Ribbon Cemetery Committee

Name: Eva Boice Telephone: 8457024392

Could you be contacted at work? YES NO If so, telephone

Street address: 98 Court St.

Mailing address (if different): _____

Email address (for clerk's office communication): evaretiree@comcast.net

How long have you been a resident of Portsmouth? 10 years


Occupational background:
Social Studies Teacher for 35 years; now retired.

Would you be able to commit to attending all meetings? YES NO

Reasons for wishing to continue serving: _____
There is no better time to restore the cemeteries that tell the story of
our city, its people, their trials and accomplishments. Each stone is a
monument and should be preserved.

Please list any organizations, groups, or other committees you are involved in:

Please list two character references not related to you or city staff members:
(Portsmouth references preferred)

- 1) Tina Morris; Tina lived in Portsmouth for many years and has recently moved to River 
Name, address, telephone number
- 2) Kevin Coyle; 660 Middle Street, Portsmouth; 603-234-8654
Name, address, telephone number

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Signature: **Eva Boice** Digitally signed by Eva Boice
Date: 2022.01.18 19:17:35 -05'00' Date: 1/19/2022

CITY CLERK INFORMATION ONLY:

New Term Expiration Date: _____

Annual Number of Meetings: _____ Number of Meetings Absent: _____

Date of Original Appointment: _____

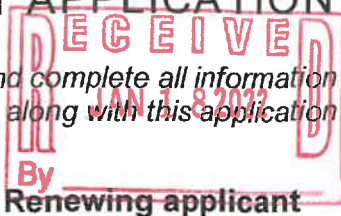
Please submit application to: City Clerk's Office, 1 Junkins Avenue, Portsmouth, NH 03801



CITY OF PORTSMOUTH, N.H. BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

Instructions: Please print or type and complete all information
Please submit resume along with this application



Committee: Cemetery Committee

Name: Deirdre (Dee) Forte Telephone: 603-812-3428

Could you be contacted at work? YES NO If so, telephone # _____

Street address: 98 Court Street Unit 2

Mailing address (if different): _____

Email address (for clerk's office communication): deedee.forte@yahoo.com

How long have you been a resident of Portsmouth? 4.5 years

Occupational background:

Retired after 33 years in workforce

Software Engineer

Marketing

Insurance/Liability

Would you be able to commit to attending all meetings? YES NO

Reasons for wishing to continue serving: _____

Portsmouth has so much history to share and protect. From our colonial times, shipping village key to supplying america with what it needs and to forging on to our own future.

It's really important to honor those individuals that lay to rest that did that for our current residents.

OVER

Please list any organizations, groups, or other committees you are involved in:

Treasurer of our 98 Court HOA LLC

~~Prior affiliation with United Way, Keene Childrens Museum, Keene Youth Baseball(Treasurer) and Keen Youth Hockey(Treasurer).~~

Please list two character references not related to you or city staff members:

(Portsmouth references preferred)

1) Beth Dutile Cancellari, 17 Kirriemuir Rd Stratham, NH 03885

978-821-6024

Name, address, telephone number

2) Janet Waters, 72 Darling Rd, Keene, NH 03431

603-398-7853

Name, address, telephone number

BY SUBMITTING THIS APPLICATION YOU UNDERSTAND THAT:

1. This reappointment application is for consideration and does not mean you will necessarily be reappointed to this Board/Commission; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
5. Application will be kept on file for one year from date of receipt.

Signature: _____

Dante Forte

Date: January 13, 2022

CITY CLERK INFORMATION ONLY:

New Term Expiration Date: _____

Annual Number of Meetings: _____ Number of Meetings Absent: _____

Date of Original Appointment: _____

Please submit application to: City Clerk's Office, 1 Junkins Avenue, Portsmouth, NH 03801



CITY OF PORTSMOUTH, N.H.
BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

Instructions: Please print or type and complete all information.
Please submit resume' along with this application.



Committee: Cemetery Committee

Name: Michael J Griffin Telephone: (c) 603-498-8960

Could you be contacted at work? YES/NO If so, telephone # N/A

Street address: 579 Sagamore Avenue Unit 55

Mailing address (if different): _____

Email address (for clerk's office communication): mjggipper@aol.com

How long have you been a resident of Portsmouth? 69 years

Occupational background:
Construction material supply distributor
(retired) equipment operator

Please list experience you have in respect to this Board/Commission:
Manage family owned South Cemetery
I have experience in monument
cleaning & restoration



Have you contacted the chair of the Board/Commission to determine the time commitment involved? YES/NO

Would you be able to commit to attending all meetings? YES/NO

Reasons for wishing to serve: Interest in Cemetery restoration, for public benefit

Please list any organizations, groups, or other committees you are involved in:

Portsmouth Athenaeum
NH & Maine Bridge Authority
Tree & Greenery Committee

Please list two character references not related to you or city staff members:
(Portsmouth references preferred)

1) George Renick 1279 South St. (c) 957-0805
Name, address, telephone number

2) Tim Cullen 215 Jones Avenue (c) 944-1012
Name, address, telephone number

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Signature: Michael J. Griffin Date: 1-20-22

If you do not receive the appointment you are requesting, would you be interested in serving on another board or commission? Yes No

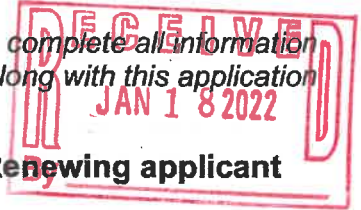
Please submit application to the City Clerks Office, 1 Junkins Avenue, Portsmouth, NH 03801



CITY OF PORTSMOUTH, N.H. BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

Instructions: Please print or type and complete all information.
Please submit resume' along with this application.



Committee: Blue Ribbon Cemetery Commtee

Renewing applicant

Name: Donald S. Margeson Telephone: 603-436-6140

Could you be contacted at work? YES NO If so, telephone # _____

Street address: 24 Marcy Street

Mailing address (if different): (same as above)

Email address (for clerk's office communication): donaldsmargeson@gmail.com

How long have you been a resident of Portsmouth? 27 years

Occupational background:
35 years' employ'm't w/ NJ Legislature's nonpartisan staff: bill drafting &
analysis, research, etc. Staffed Ass'y c'ttee on elections&pensions ('82-'97)
and Sen. Budget Cttee ('98-'05). Supervisor, Transp. section ('05-'12).

Would you be able to commit to attending all meetings? YES NO

Reasons for wishing to continue serving: _____
A City native (PHS grad), I returned with my wife and children after
college/grad school/retirement to the City and the family South End
home. Historic preservation has long been important in my family,
and the committee is doing interesting & important work in that area.



Please list any organizations, groups, or other committees you are involved in:

Portsmouth Athenaeum (28 yrs.). Portsmouth Democrats' Executive

Committee (7 yrs.). Ward 5 Clerk (elections) (6 yrs.) Former member,

Board of Library Trustees (6 yrs.)

Please list two character references not related to you or city staff members:

(Portsmouth references preferred)

1) Brian Wazlaw (Portsmouth Dems Exec. C'ttee)

Name, address, telephone number

2) Tom Hardiman (Exec. Dir., Portsmouth Athenaeum)

Name, address, telephone number

BY SUBMITTING THIS APPLICATION YOU UNDERSTAND THAT:

1. This reappointment application is for consideration and does not mean you will necessarily be reappointed to this Board/Commission; and
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3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
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5. Application will be kept on file for one year from date of receipt.

Signature: Arnold L. Mayern Date: Jan. 18, 2022

CITY CLERK INFORMATION ONLY:

New Term Expiration Date: _____

Annual Number of Meetings: _____ Number of Meetings Absent: _____

Date of Original Appointment: _____

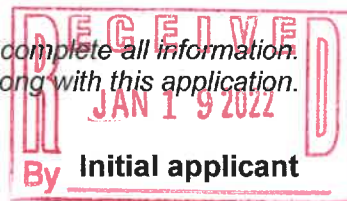
Please submit application to: City Clerk's Office, 1 Junkins Avenue, Portsmouth, NH 03801



CITY OF PORTSMOUTH, N.H.
BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

Instructions: Please print or type and complete all information.
Please submit resume' along with this application.



Committee: Cemetery Committee

Name: Sue Polidura Telephone: 603-431-3177

Could you be contacted at work? YES NO If so, telephone# _____

Street address: 245 Middle St

Mailing address (if different): P.O Box 1353, Portsmouth, NH

Email address (for clerk's office communication): spolidura@aol.com

How long have you been a resident of Portsmouth? 42 yrs

Occupational background:

Current member of the Cemetery Committee. Have written articles and given tours of historical locations in town.

Please list experience you have in respect to this Board/Commission:

History. PR. Historical Re-enactment. Etc...

OVER

Have you contacted the chair of the Board/Commission to determine the time commitment involved? YES NO

Would you be able to commit to attending all meetings? YES NO

Reasons for wishing to serve: _____

We need to preserve historic cemeteries in the city.

Please list any organizations, groups, or other committees you are involved in:

Vision Committee (long time ago)

Please list two character references not related to you or city staff members:
(Portsmouth references preferred)

1) Susan Stearry
Name, address, telephone number

2) Esther Kennedy
Name, address, telephone number

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Signature: Sue Polidura Date: 01/18/2022

If you do not receive the appointment you are requesting, would you be interested in serving on another board or commission? Yes^x _____ No _____

Please submit application to the City Clerks Office, 1 Junkins Avenue, Portsmouth, NH 03801



CITY OF PORTSMOUTH, N.H. BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

Instructions: Please print or type and complete all information.
Please submit resume' along with this application.



Committee: Cemetery

Name: Kerry Rubinstein Telephone: 917-597-1969

Could you be contacted at work? YES NO If so, telephone# N/A

Street address: 111 Bridge Street, Unit 201, Portsmouth

Mailing address (if different): _____

Email address (for clerk's office communication): kerry@turtlebrook.com

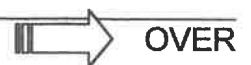
How long have you been a resident of Portsmouth? 4 years

Occupational background: Retired

Consultant in Management and Organizational Development, E-commerce entrepreneur, HR Executive

Please list experience you have in respect to this Board/Commission:

I've been serving on the Mayor's Blue Ribbon Committee for Cemeteries. Volunteer positions in NYC for Central Park Conservancy and NYC Parks Department as a gardener. Currently volunteer as a greeter with Portsmouth Historical Society.



Have you contacted the chair of the Board/Commission to determine the time commitment involved? YES NO

Would you be able to commit to attending all meetings? YES NO

Reasons for wishing to serve: _____

I am interested in Portsmouth history. Some of my ancestors lived here in the 1600's and are buried on New Castle. Cemeteries are a great place to learn about history and stories of people who lived here. Our cemeteries need to be preserved and maintained for today's visitors and future generations.

Please list any organizations, groups, or other committees you are involved in:

Discover Portsmouth volunteer greeter.\

NYC until 2018 - volunteer gardener for Central Park Conservancy & NYC Parks Department.

Involved in and help to lead an an online book group and a photography group.

Please list two character references not related to you or city staff members:
(Portsmouth references preferred)

1) Kathy Baumgartner, 111 Bridge St. Unit 206, Portsmouth 774-573-0319
Name, address, telephone number

2) Jean Kane, 117 Bow Street, Portsmouth 603-431-0543
Name, address, telephone number

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Signature:  Date: 1/7/22

If you do not receive the appointment you are requesting, would you be interested in serving on another board or commission? Yes X No _____

Please submit application to the City Clerks Office, 1 Junkins Avenue, Portsmouth, NH 03801



CITY OF PORTSMOUTH, N.H.
BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

Instructions: Please print or type and complete all information.
Please submit resume' along with this application.



Committee: Cemetery

Name: Susan Sterry Telephone: 603-988-8403

Could you be contacted at work? YES NO If so, telephone# N/A

Street address: 548 Broad St Apt. 3A

Mailing address (if different): _____

Email address (for clerk's office communication): sterry10@ymail.com

How long have you been a resident of Portsmouth? 5 years Born/raised here

Occupational background:

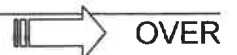
Retired: well versed in middle management and fundraising.

Please list experience you have in respect to this Board/Commission:

3 years Eliot, Maine Conservation Committee

5 years on Regional Girl Scout Board

6 years working with Board of Directors of Seacoast Family YMC



Have you contacted the chair of the Board/Commission to determine the time commitment involved? YES NO

Would you be able to commit to attending all meetings? YES NO

Reasons for wishing to serve: _____

I am born and raised here. I have lived in Portsmouth, Eliot, Me and Greenland, NH my entire life. My family goes back to the settling of the Isles of Shoals. Ten years ago I started my family genealogy, which led me to regional cemeteries. Many of my family members are buried in City owned cemeteries. When I was asked if I was interested in being a part of Mayors Blue Ribbon Committee, I jumped at the chance.

Currently, I am co-chair on this committee. I would like to continue in this position.

Please list any organizations, groups, or other committees you are involved in:

Daughters of American Revolution

Elks Lodge #97

Please list two character references not related to you or city staff members:
(Portsmouth references preferred)

1) Sue Polidura 603-205-5552

Name, address, telephone number

2) Michael Griffin miggipper@aol.com

Name, address, telephone number

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5. Application will be kept on file for one year from date of receipt.

Signature: Susan Sterry Date: 1-18-22

If you do not receive the appointment you are requesting, would you be interested in serving on another board or commission? Yes No

Please submit application to the City Clerks Office, 1 Junkins Avenue, Portsmouth, NH 03801

6/27/2012



CITY OF PORTSMOUTH, N.H.
BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

Instructions: Please print or type and complete all information.
Please submit resume' along with this application.

Committee: Sustainable Practices Blue Ribbon Committee **Initial applicant**

Name: Steven Detrolio Telephone: 603-957-8165

Could you be contacted at work? YES NO If so, telephone# 603-957-8165

Street address: 54 Taft Rd. Portsmouth, Nh 03801

Mailing address (if different): _____

Email address (for clerk's office communication): steve.cityofports@gmail.com

How long have you been a resident of Portsmouth? 15 years

Occupational background:

SCADA Technician- City of Portsmouth, Water/Wastewater

Please list experience you have in respect to this Board/Commission:

Fairly well acquainted with the topics being discussed at the meetings, which I have
begun attending regularly this past year. Licensed electrician. Experience in the city
Public Works Dept. has given me first hand experience with power concerns, sea
level rise issues, solid waste issues, infrastructure concerns, water treatment issues,
etc.

Have you contacted the chair of the Board/Commission to determine the time commitment involved? YES NO

Would you be able to commit to attending all meetings? YES NO

Reasons for wishing to serve: _____

I feel that my experience as a city employee gives me a unique perspective on the challenges of putting sustainable ideas into practice, as well as areas that need to be addressed that the general public might not be aware of. Sustainability has always been a concern of mine and this will help me affect systemic change within the city government framework.

Please list any organizations, groups, or other committees you are involved in:

Please list two character references not related to you or city staff members:
(Portsmouth references preferred)

1) Cliff Lazenby, 303 McKinley Rd. Portsmouth, NH 03801, (603) 828-3209
Name, address, telephone number

Aubrey Gewehr, 255 Cass St. Portsmouth, NH 03801, (603) 828-5250
2) _____
Name, address, telephone number

BY SUBMITTING THIS APPLICATION YOU UNDERSTAND THAT:

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2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
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5. Application will be kept on file for one year from date of receipt.

Signature:  Date: 1/3/2022

If you do not receive the appointment you are requesting, would you be interested in serving on another board or commission? Yes _____ No X



CITY OF PORTSMOUTH, N.H. BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

*Instructions: Please print or type and complete all information.
Please submit resume' along with this application.*

Committee: Trees and Public Greenery or Sustainable Practices

Initial applicant

Name: Jay Lieberman Telephone: 603-501-9393

Could you be contacted at work? YES NO If so, telephone# same as above

Street address: 269 Wibird Street Portsmouth NH 03801

Mailing address (if different): _____

Email address (for clerk's office communication): jay.lieberman@macquarie.com


How long have you been a resident of Portsmouth? 6 years

Occupational background:

Sales

Please list experience you have in respect to this Board/Commission:

I recently completed Leadership Seacoast which promotes civic awareness and engagement in our community.

 OVER

Have you contacted the chair of the Board/Commission to determine the time commitment involved? YES NO

Would you be able to commit to attending all meetings? YES NO

Reasons for wishing to serve: _____

Due to a recent career change, I now have time to commit to volunteering in our community. _____

Please list any organizations, groups, or other committees you are involved in:
Leadership Seacoast

Please list two character references not related to you or city staff members:
(Portsmouth references preferred)

1) Joey Giordano- Portsmouth 603-324-8180

Name, address, telephone number

2) Sam Berg - Portsmouth 603-828-4236

Name, address, telephone number

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5. Application will be kept on file for one year from date of receipt.

Signature: Jay Lieberman Date: 8/24/21

If you do not receive the appointment you are requesting, would you be interested in serving on another board or commission? Yes No

Please submit application to the City Clerks Office, 1 Junkins Avenue, Portsmouth, NH 03801

269 Wibird Street
Portsmouth, NH 03801
603-501-9393
jaylieberman1@outlook.com

Jay R. Lieberman, CIMA®, CRPC, CRPS

Overview	Tremendously passionate and adaptable External Wholesaler covering 18 states for a global investment firm with over \$140B in assets under management.
Summary of Qualification	Highly professional candidate with proven track record in developing new business, coaching employees and executing revenue initiatives. Strong ability to present timely and relevant sales ideas. Achieved significant revenue growth in both sales and management positions. Furthered my professional education and development by earning the CIMA, CRPC and CRPS designations.
Work Experience	<p><u>Regional Vice President- Ivy Investments</u> (November 2014- current) Senior wholesaler working exclusively with Waddell & Reed Advisors in New England, Mid-Atlantic, Southeast and Great Lakes States. Tasked with maintaining and adding to over \$11 billion in assets under management. Waddell & Reed Advisors is the #1 client for Ivy Investments. My territory has the best sales to asset retention ratio on the team. Responsibilities include speaking engagements, office meetings, attending client events and providing market insights. Daily utilization of tools including Seismic, SalesPage, Allego, Tableau, WebEx, Schedule Once and Zoom. I held 467 meetings with advisors and 72 client events in 2020. These included Q&A with portfolio managers, market outlook, value-added workshops and entertainment. Have been considered a subject matter expert at Ivy for my unique event ideas; Virtual wine tastings, comedians, Five Wishes, Cybersecurity/Identity Theft Prevention, and The Psychological Toll of Covid 19.</p> <p>Duties in my former wholesaler position; Conducted one-on-one and group meetings with Waddell & Reed, Wirehouse, Independent, Edward Jones and regional bank advisors. Averaged 20 appointments per week, including client seminars and group presentations. My role included interaction with financial advisors, annuity & retirement wholesalers and other centers of influence. I managed a \$460 Million AUM territory in Connecticut and New York. Well regarded as a valuable resource by peers and clients. Often presented attribution analyses, processed RFIs, and portfolio manager insights to our clients. Top quartile ranking amongst my Ivy peers for market share at Merrill Lynch, Stifel Nicolaus, Edward Jones, Commonwealth Financial and Advisor Group. Previously covered Independent advisors in New England and Upstate New York as an External Wholesaler.</p> <p><u>Senior Internal Wholesaler – Ivy Funds</u> (September 2011- October 2014) Responsible for selling investment products to Wirehouse, Independent, Edward Jones & regional bank channel advisors in New Jersey, New York, Vermont, New Hampshire and Maine. Handled internal coverage for 2 External Wholesalers with a 2014 goal of \$630 Million. Constantly sought new information to enhance my business. Acted as a mentor for newer associates on the sales desk. Raised \$8.5 million in a closed-end fund IPO in 2013.</p> <p><u>Financial Advisor – Prudential Financial</u> (September 2008- September 2011) Assisted young families, people in career transition and retirees in the following areas of financial planning; Retirement, college, estate, wealth transfer, life insurance, annuities, disability and long-term care insurance. Operated a private office with a senior partner in Kansas City.</p>
Education/ Certifications & Designations	University of Missouri BA in Political Science- 1998. Series 6, 7, 63, 65 licensed. College for Financial Planning: Chartered Retirement Planning Counselor – 2013 (CRPC) & Chartered Retirement Plans Specialist- 2014 (CRPS) Designations; Intensive graduate level courses focusing on asset management, investment strategy, tax and estate planning, retirement plan design, operation and fiduciary issues. Investment Management Consultants Association; Certified Investment Management Analyst- 2014 (CIMA).
Other Achievements	Received Ivy Funds Award of Excellence in 2012 and Million Dollar Roundtable in 2010. Recent graduate of Leadership Seacoast- An organization dedicated to civic engagement.

Adopted with no further revision January 4, 2010.
Adopted with amendment to Rule 23 January 17, 2012
Adopted with amendment to Rule 23 January 13, 2014
Adopted with amendment to Rule 4, 7, & 37 January 25, 2016
Adopted with no revision January 16, 2018
Adopted with amendments to Rules 2, 3, 7, 19, 30, 43 & 45 January 8, 2020
(Revisions made after adoption are noted where applicable)



RULES AND ORDERS

OF THE

PORTSMOUTH CITY COUNCIL

REVISED RULES AND ORDERS OF THE PORTSMOUTH CITY COUNCIL

RULE 1. MEETING NIGHTS

The regular meetings of the City Council shall be on the first and third Mondays of each month at some time between 7:00 o'clock and 8:30 o'clock in the evening to be set by the Council. Work sessions may commence at any time after 6:00 p.m. and the regular council meeting may commence at any time after 7:00 p.m. (See Charter section 4.4). (AMENDED 4/2/90 TO AGREE WITH THE CITY CHARTER) (AMENDED 1/9/06)

RULE 2. SPECIAL MEETINGS

Special meetings may be called by written request of five or more members of the Council, by the Mayor, or by the City Manager. The party calling for the special meeting shall make every effort to schedule the meeting at a date no fewer than 7 days from the date the official notice is published to the City website if at all possible.

The City Clerk shall prepare a notice of the special session stating the time and the place and this notice shall be served personally upon each member of the Council and the City Manager, or left at their usual place of residence at least twenty-four (24) hours before the time of the meeting.

It shall also be the duty of the City Clerk, immediately upon receipt of written request for a special meeting to make every diligent effort to notify each member of the Council in person, either by telephone or otherwise of such special session. The City Clerk shall also post notices of the special meeting in a conspicuous place in City Hall and shall make every effort to publicize the meeting by way of local news media. Only matters set forth in the notice of the meeting shall be discussed and/or acted upon.

RULE 3. WORK SESSIONS

Upon request of the Mayor or five or more members of the Council, the Council may meet in "work sessions." Each work session shall be devoted exclusively to subjects for which the preliminary receipt and discussion of information is deemed appropriate. No formal vote shall be taken on any matter under discussion, nor shall any Council member enter into a commitment with another respecting the vote to be taken at a subsequent meeting of the Council; provided, however, that nothing herein shall prevent a polling of the Council or the taking of any informal vote on any matter under discussion. Work sessions shall be open to the public, public comment will be allowed at the end of work sessions in order to provide feedback, and notice procedures for regular meetings shall be followed.

RULE 4. COUNCIL MEETING AGENDA

All reports, communications, ordinances, resolutions, or other matters to be submitted to the Council shall, by 12:00 noon on Wednesday prior to each Council meeting be delivered to the City Clerk whereupon the City Clerk shall immediately arrange or cause to be arranged a list of such matters according to the Order of Business. Each member of the Council may place a single item of business under the name of that Councilor unless further items are approved in advance by the Mayor. The City Clerk shall furnish each member of the Council, City Manager, and City Attorney with a copy of the Agenda by 5:00 p.m. on Thursday prior to each Council meeting, and shall make copies of the Agenda available in the Office of City Clerk for the public by that time. (AMENDED 1/5/98) (AMENDED 1/25/2016)

RULE 5. CALL TO ORDER

The Mayor shall take the chair at the hour appointed for the meeting and shall call the members to order. A roll call shall be taken to determine if a quorum be present.

RULE 6. CHAIRING OF MEETING

In the absence of the Mayor, the Assistant Mayor shall preside during that meeting or until the Mayor arrives. In the absence of both the Mayor and the Assistant Mayor, the Councilor present who received the largest plurality in the last election shall preside during that meeting or until the Mayor or Assistant Mayor arrives.

RULE 7. ORDER OF BUSINESS

The business of all regular meetings of the Council shall be transacted in the following order, unless the Council by vote of at least two-thirds of the members present, shall suspend the rules and change the order:

- I. Work Session
- II. Public Dialogue Session (when applicable – every other regularly scheduled meeting)
- III. Call to Order [7:00 p.m. or thereafter]
- IV. Roll Call
- V. Invocation
- VI. Pledge of Allegiance
- VII. Acceptance of Minutes
- VIII. Recognitions and Volunteer Committee Reports
- IX. Public Comment Session
- X. Public Dialogue Summary (when applicable)
- XI. Public Hearings and Votes on Ordinances and/or Resolutions
- XII. Mayor
- XIII. City Council Members
(A City Council Member may either speak to their item(s) previously placed on the agenda in accordance with Rule 4 or bring items that appears later on the meeting's agenda forward to be acted upon at this point)
- XIV. Approval of Grants/Donations

- XV. City Manager's Items Which Require Action
- XVI. Consent Agenda
- XVII. Presentations and Consideration of Written Communications and Petitions
- XVIII. City Manager's Informational Items
- XIX. Miscellaneous Business Including Business Remaining Unfinished at Previous Meeting
- XX. Adjournment [at 10:00 p.m. or earlier]

(ADOPTED NEW ORDER OF BUSINESS 1/9/06; AMENDED 1/25/2016; AMENDED 08/21/2017; AMENDED 06/03/2019; AMENDED 03/02/2020)

RULE 8. CONSIDERATION OF MOTIONS

When a motion is made and seconded, it shall be considered by the Council, and not otherwise.

RULE 9. WRITTEN MOTIONS/ROLL CALL

Every motion shall be reduced to writing if the Chair so directs; or if any member of the Council requests it; and upon request of any member the roll call shall be called upon any question before the Council.

RULE 10. DIVISION OF QUESTION

The Division of a question may be called for when the motion contains two or more independent parts.

RULE 11. READING

When the reading of a paper is called for and the same is objected to by any member, it shall be determined by vote of the Council.

RULE 12. ADJOURNMENT

The Chair shall consider a motion to adjourn always in order, the time of the next meeting having been agreed on. Such motion shall be decided without debate.

RULE 13. DISPOSITION OF MOTIONS

After a motion is seconded, and stated by the Chair, it shall be disposed of by vote of the Council unless the mover withdraws it before a decision or amendment.

RULE 14. MOTIONS DURING DEBATE

When a question is under debate, only the following motions shall be received: Adjourn; take a recess; raise a question of privilege; call for orders of the day; lay on the table; the previous question; limit or extend limits of debate; postpone definitely or to a certain time; commit or refer or recommit; amend; postpone indefinitely; questions of order and appeal; suspend the rules; object to consideration of questions; division of a question; division of the assembly.

RULE 15. ORDER OF QUESTIONS

The Chair shall put all questions in the order in which they are moved, unless the subsequent motion shall be previous in its nature; except in naming sums and fixing times, the largest sum and the longest time shall be put first.

RULE 16. MOTION FOR RECONSIDERATION

A motion for the reconsideration of a vote shall be open to debate, but such motion shall not be considered unless made by a member voting with the majority, nor unless such motion is made at the meeting at which such vote is passed, or notice of such motion is given at said meeting, in which case the motion shall be made at the next meeting; and only one motion for the reconsideration of any vote shall be permitted.

RULE 17. TABLING

No motion which has been tabled at a current or prior Council meeting may be acted upon after being removed from the table at a current meeting; but such action must be withheld until the next regular Council meeting which agenda will show the item of business.

RULE 18. SPEAKING PRIORITY

When two or more members rise at once, the Chair shall then name the member who is entitled to the floor.

RULE 19. SPEAKING

When any member is about to speak in debate or to deliver any matter to the Council, and respectfully address the presiding officer; the member shall confine themselves to the question under debate, and avoid personalities. The member shall sit down as soon as done speaking. (AMENDED 4/2/90) (AMENDED 1/10/2000)

RULE 20. INTERRUPTION OF SPEAKING MEMBER

No member shall be interrupted by another, but by rising to a call to order, to correct a mistake, or for explanation. But if any member in speaking, or otherwise, transgress the Rules of the Council, the Mayor shall or any member may call the offending member to order who shall immediately sit down, unless permitted to explain; and the Council, if appealed to, shall decide on the case, and without debate.

RULE 21. CONFLICTS OF INTEREST

No member shall vote or serve on any committee or any question as to which the member has a direct, personal and pecuniary interest.

RULE 22. VOTING REQUIRED

Every member present when a question is put, if not excluded by interest, shall vote. No member shall leave a meeting without permission, if their presence is necessary to make a quorum.

RULE 23. COMMITTEE NOMINATION

Except for the committees created solely by the Mayor, the Mayor shall submit for approval by the City Council all nominations of non City Councilors to committees. All nominations shall be laid on the table until the next regularly scheduled Council meeting. The Mayor shall make all appointments of the City Councilors to committees.

*(ADOPTED 1/22/96; AMENDED 1/17/2012; AMENDED 1/13/2014)

RULE 24. COMMITTEE MEMBERSHIP

No member shall be obliged to be on more than two committees at the same time nor to be chairman of more than one.

RULE 25. SPECIAL COMMITTEES AND COMMITTEE RESPONSIBILITIES

All special committees of the Council shall consist of three members, unless a different number be ordered. It shall be the duty of every committee of the Council to whom a subject is specially referred to report thereon within the time limit set by the Council or to request an extension thereof. No report shall be received unless presented in writing, signed by a majority of the committee and agreed to in committee actually assembled.

RULE 26. COMMITTEE MEETINGS

No Committee shall sit during the sitting of the Council without special leave.

RULE 27. COMMITTEE OF THE WHOLE

The City Council may resolve itself of the Whole, at any time, upon a motion of a member made for the purpose; and in forming a Committee of the Whole, the Mayor may leave the Chair and appoint some member to preside in the Committee; and when the Committee of the Whole shall have gone through the subject referred to them, they shall rise, and the Chairperson, or any other member that the Committee may order, shall report their proceedings to the Council.

RULE 28. COMMITTEE OF THE WHOLE PROCEEDINGS

The rules of proceedings in the Council shall be observed in Committee of the Whole, so far as they may be applicable; but no member shall speak twice to any question until every member choosing to speak shall have spoken.

RULE 29. ORDINANCES

All bylaws passed by the City Council shall be termed "ordinances", and the enacting style shall be: "The City of Portsmouth Ordains." Each ordinance shall be identified by a number and a short title, and the effective date shall be specified in it.

RULE 30. ORDINANCE PROCEDURE

Each Ordinance shall pass through the following stages, to wit: There shall be a first reading for information. Administration may have special presentations at the first reading in order for the public to be able to consider the Ordinance change. If the first reading is passed, the Council shall, consistent with public notice requirements of law, set a time and place for a public hearing and consideration of second and third readings. An ordinance may be rejected at any stage in its progress. No ordinance shall be amended except on second reading. Passage of the third reading shall constitute final passage.

RULE 31. ORDERS AND RESOLUTIONS

In all votes by which the City Council shall express anything by way of command the form of expression shall be "Ordered" and whenever it shall express opinions, principles, facts or purposes, the form shall be "Resolved." Resolutions prepared in writing prior to introduction shall be identified by a short title.

RULE 32. TAXING, SPENDING, AND BORROWING

Each order or resolution authorizing the levying of a tax, the expenditure of money, or the borrowing of money shall have two separate readings and a public hearing with notice as required by law.

RULE 33. RECORD RETENTION OF RESOLUTIONS AND ORDINANCES

When an ordinance or resolution shall have passed the City Council, it shall receive the signature of the Mayor. It shall be enrolled in the City records of the City Clerk, and the original ordinance or resolution shall be placed in some safe deposit in the archives of the City.

RULE 34. CITY CLERK

The City Clerk shall attend all Council meetings, except work sessions and executive sessions, and shall keep a record of procedures of the Council by recording the motions and votes thereon. The City Clerk shall make notes of the general content of the remarks by members of the Council, the Mayor, and the City Manager and not their specific detail. The City Clerk shall note in the minutes all reports, memorials and other papers submitted to the Council by their title or brief description of the purport. The City Clerk shall cause to be recorded through the use of appropriate recording device the business of all Council meetings, said recordings to be maintained by the City Clerk as a public record for a period of three years. Preservation of the recordings and custody of all recordings shall be the sole responsibility of the City Clerk who shall prepare such rules for use as the Clerk deems necessary or appropriate to the discharge of the above responsibility.

RULE 35. SEATING ARRANGEMENT DURING COUNCIL MEETINGS

Council seats shall be assigned by the Mayor. Council members who wish to exchange seats may do so upon request to the Mayor. Seating arrangement may be changed at any time the Mayor wishes. (AMENDED 10/29/90)

RULE 36. PROCEDURE FOR QUESTIONS TO THE CITY ATTORNEY

Whenever a City Councilor has a question of the City Attorney, during a City Council Meeting, on the Council Rules, the Portsmouth City Charter or on Parliamentary Procedure, they shall, through the Chair, be given the immediate right to state their question.

RULE 37. HOUR CITY COUNCIL MEETINGS TO CONCLUDE

City Council meetings shall conclude no later than 10:30 P.M. or at such time as any agenda item being discussed at 10:00 P.M. is acted upon. Any agenda items under the name of the City Manager which have not been voted upon by the Council as of 10:00 p.m. shall be treated thereafter as Consent Agenda items, applying Council Rule 46 as completely as the situation allows. If because of this rule any agenda items remain to be taken up, the Council shall recess the meeting to a time certain at which recessed meeting the remainder of the agenda shall be acted upon unless a majority of the Council wishes to suspend in order to continue. (AMENDED 1/9/06) (AMENDED 1/25/2016)

RULE 38. NOTICE TO COUNCIL REGARDING APPOINTMENT QUALIFICATIONS

All nominees to positions on boards or commissions of the City shall submit in writing, on a form as provided by the City Clerk, information regarding their occupational backgrounds, the nature of their nominations, and their reasons for wishing to serve. Such form shall accompany the agenda in which the nomination is to be made and shall be delivered to City Council members in accordance with Rule No. 4.

RULE 39. SUSPENSION OF RULES

No standing rule or order of the Council shall be suspended unless a two-thirds majority of the members of the Council present shall consent thereto, for a specific purpose; nor shall any rule or order be repealed or amended without one week's notice being given of the motion therefore, or unless a two-thirds majority of the Council shall concur therein.

RULE 40. PARLIAMENTARY AUTHORITY

Except where specifically controlled by Charter, Statute, Ordinance or these Rules, proceedings of the City Council shall be conducted pursuant to the parliamentary authority of the most recent revision of Roberts Rules of Order, Newly Revised, published by Scott, Foresman & Co.

RULE 41. ADDRESS BY PUBLIC

Members of the public-at-large may address the Council on any issue being discussed by the Council after a motion to allow same has been made by any Council member and passed by a majority vote, provided that no person shall speak for more than five (5) minutes.

RULE 42. PUBLIC'S RIGHT TO KNOW GUARANTEED

All letters, memos, reports and other information provided or circulated to the City Council by staff members or received as communications to the Mayor and City Council from any person shall be included with the Agenda packet of a City Council meeting and made publicly available by 5:00 p.m. on Friday prior to each Council meeting, or if sent separately to Council members shall be made publicly available in the Office of City Clerk. Exempt under this Rule are those documents which would not be deemed public records under the New Hampshire Right to Know Law (RSA 91-A) or personal communications. (AMENDED 1/27/92)

In addition to the foregoing, any e-mails which are received by the City on behalf of the entire City Council shall be entered into the public record by the City Clerk. Any person addressing an e-mail to the entire City Council shall be provided with the option to have such person's e-mail entered into the City Council packet and public comment record for the meeting. Only e-mails which include the name and address of the sender shall be provided to the City Council and thus be subject to the rule. Any public comment received by e-mail subject to this rule shall be updated after the Council agenda packet is released and prior to noontime on the day of the Council meeting to which the packet is addressed. Any public comments received after such noontime deadline shall be distributed to the individual Councilors, but shall not become part of the public record of the meeting. (ADDED 08/21/2017)

RULE 43. PUBLIC COMMENT SESSION

A. Public Comment:

A Public Comment session shall appear on the agenda of every regular Council meeting. This session shall be a period of time not to exceed forty-five minutes during which any member of the public may have three minutes to address any topic which that member of the public has identified to the City Clerk prior to the commencement of the meeting. Speakers shall be limited to one three minute comment period per person per meeting and may not defer any of their allotted speaking time to any other person. All speakers must register in person (not electronically or telephonically) with the City Clerk prior to the City Council meeting. Residents, business owners and taxpayers of the City shall be given speaking priority over any other speaker. All speakers must give their home address at the time of their speaking. Any person abusing the provisions of this rule may be prohibited from speaking at future public comment sessions by a majority vote of the City Council. Any provision of this rule may be modified on a per case basis by majority vote of the Council. (AMENDED 02/20/2018)

* Comments for which a public hearing is scheduled under the same agenda shall not be permitted.

- The Chair reserves the right to select speakers of different issues to be permitted to speak in order to provide a form of various topics to be presented.
*(ADOPTED 1/18/94).

B. Public Dialogue:

The City Council shall hold a Council – Public Dialogue session during the period which is forty-five minutes (45) before the call of order, on the night of every other regularly scheduled City Council meeting. At such Council - Public Dialogue Sessions the Council, the City Manager and any appropriate staff as determined by the City Manager shall welcome all interested individuals for an informal dialogue session. The purpose of this session is to provide an opportunity for members of the public to directly interact with members of the Council, the City Manager and any appropriate staff as determined by the City Manager from time to time. By vote of the Council, such Council - Public Dialogue sessions may be scheduled to be held at other times and in other locations in the City beyond City Hall. All Council - Public Dialogue sessions shall be held in accordance with RSA 91-A, the Right-to-Know Law by notice being made and minutes being taken. (AMENDED 08/21/2017; AMENDED 02/20/2018)

RULE 44. NAMING OF MUNICIPAL BUILDINGS, PARKS AND FACILITIES

The procedure to be followed in naming municipal buildings, parks and facilities shall be that a written request be submitted to the Mayor by the City Councilors or resident who proposes the naming of any municipal building, park or facility. The Council shall then schedule a work session to deliberate concerning that request. In general, it shall be deemed inappropriate to name complete municipal buildings after actual persons, although portions of buildings may be so named. Subsequent to the work session, the request shall then be placed on the next available Council agenda for a vote of the full City Council. (ADOPTED 8/14/2000)

RULE 45. PUBLIC HEARINGS

City Council public hearings shall be subject to the following terms and conditions:

- A. The order in which speakers shall be called, the duration of time permitted for each person to speak and the number of opportunities which any person shall be provided to speak on any issue may be regulated by the Mayor in the interest of legislative efficiency.
- B. All speakers must limit their presentation to the issue for which the public hearing has been called. Any speaker not in compliance with this provision shall be ruled out of order by the Mayor.
- C. The order of presentation of all public hearings shall be as follows:
 - 1. Any additions to presentation given at first meeting related to the public hearing offered by the City administration
 - 2. City Council questions and deliberation regarding the subject matter of the public hearing
 - 3. Public hearing speakers
 - 4. Additional Council questions and deliberations.
- D. Subsequent to the process described above, any public hearing which results in the requirement of a City Council vote shall be immediately followed by that vote

(ADOPTED 5/6/2002; AMENDED 05/01/2017; AMENDED 08/21/2017)

RULE 46. CONSENT AGENDA

The agenda for any regular meeting of the City Council may include a section entitled "Consent Agenda". The Consent Agenda shall consist of items of City Council business which the Mayor, the City Manager and the City Clerk have previously determined to be routine in nature. All Consent Agenda items shall identify the action which it is anticipated will be taken by the City Council on it. Any item of business shall be removed from the Consent Agenda and placed elsewhere on the Council agenda for the same meeting at the request of any member of the City Council. All recommended actions on Consent Agenda items shall be deemed to have been taken by the City Council on the passage of a motion, "to adopt the Consent Agenda". (ADOPTED 1/9/06).

RULE 47. APPOINTMENTS TO BOARDS AND COMMISSIONS

Unless otherwise required by statute or ordinance, the Mayor shall only bring forward for reappointment to any Board or Commission the name of any person who shall have served ten (10) or more consecutive years on the same Board or Commission if such position shall have been publicly advertised prior to the effective date of the requested reappointment. (Adopted 03/19/2018)

	2009			
POLICY #	POLICY NAME	EFFECTIVE DATE	RATIFIED	NOTES
2009-01	Quarterly Meetings of Certain Board Chairs for report back to City Council	April 6, 2009	1/19/2010; 01/17/2012; 01/13/2014; 01/11/2016; 01/16/2018; 01/08/2020	
2009-03	Projecting Sign Policy	May 4, 2009	1/19/2010; 01/17/2012; 01/13/2014; 01/11/2016; 01/16/2018; 01/08/2020	amended by the City Council on March 21, 2011
2009-04	Vendors Policy	May 18, 2009	1/19/2010; 01/17/2012; 01/13/2014; 01/11/2016; 01/16/2018; 01/08/2020	
2009-05	Public Gatherings in Market Square	July 20, 2009	1/19/2010; 01/17/2012; 01/13/2014; 01/11/2016; 01/16/2018; 01/08/2020	
2009-06	Public Art Acquisition Policy	December 21, 2009	1/19/2010; 01/17/2012; 01/13/2014; 01/11/2016; 01/16/2018; 01/08/2020	

2010			
POLICY #	POLICY NAME	EFFECTIVE DATE	RATIFIED
2010-01	Flags Projecting over City Property	February 1, 2010	1/17/2012; 01/13/2014; 01/11/2016; 01/16/2018; 01/08/2020
2010-02	Brick Sidewalks	May 17, 2010	1/17/2012; 01/13/2014; 01/11/2016; 01/16/2018; 01/08/2020
2011			
POLICY #	POLICY NAME	EFFECTIVE DATE	RATIFIED
THERE WERE NO POLICIES ADOPTED			
2012			
POLICY #	POLICY NAME	EFFECTIVE DATE	RATIFIED
2012-01	Appointments to City Boards and Commissions - 1 year residency	February 21, 2012	1/13/2014; 01/11/2016; 01/11/2018; 01/08/2020
2012-02	Use of City Property for Sidewalk Cafés Providing Alcohol Service	March 19, 2012	1/13/2014; 01/11/2016; 01/16/2018; 01/08/2020
2013			
POLICY #	POLICY NAME	EFFECTIVE DATE	RATIFIED
2013-01	Complete Streets Policy	October 7, 2013	1/13/2014; 01/11/2016; 01/16/2018; 01/08/2020
2013-02	Bicycle Friendly Community Policy	October 7, 2013	1/13/2014; 01/11/2016; 01/16/2018; 01/08/2020
2013-03	Walk Friendly Community Policy	October 7, 2013	1/13/2014; 01/11/2016; 01/16/2018; 01/08/2020

amendments made 02/23/10 by committee

amended by the City Council on January 20, 2015.

amended by the City Council February 21, 2017

2014			
POLICY #	POLICY NAME	EFFECTIVE DATE	<u>RATIFIED</u>
2014-01	First Reading on Ordinance Amendments	January 13, 2014	1/11/2016; 01/16/2018; 01/08/2020
2014-02	Public Art Referral	June 16, 2014	1/11/2016; 01/16/2018; 01/08/2020
2015			
POLICY #	POLICY NAME	EFFECTIVE DATE	<u>RATIFIED</u>
THERE WERE NO POLICIES ADOPTED			
2016			
POLICY #	POLICY NAME	EFFECTIVE DATE	<u>RATIFIED</u>
2016-01	Non-Meetings	January 25, 2016	1/16/2018
2016-02	Non-Meetings with Legal Counsel	December 5, 2016	1/16/2018; 01/08/2020
2016-03	Housing Policy	December 19, 2016	1/16/2018; 01/08/2020
2017			
POLICY #	POLICY NAME	EFFECTIVE DATE	<u>RATIFIED</u>
2017-01	Complete Street Demonstration Project Policy	May 1, 2017	1/16/2018; 01/08/2020
2018			
POLICY #	POLICY NAME	EFFECTIVE DATE	<u>RATIFIED</u>
2018-01	Renewable Energy Policy	March 5, 2018	1/8/2020
2018-02	License Fee for Encumbrance of City Property	April 16, 2018	1/8/2020
2018-03	Use of City Hall Conference Rooms	May 21, 2018	1/8/2020
2018-04	Residency of Members of the Planning Board	August 20, 2018	1/8/2020
2019			
POLICY #	POLICY NAME	EFFECTIVE DATE	<u>RATIFIED</u>
2019-01	Distribution of Single Use Disposables	October 7, 2019	1/8/2020

amended by the City Council November 19, 2018



CITY OF PORTSMOUTH

CITY COUNCIL POLICY No. 2009-01

There shall be established a policy by the City Council that the Recreation Board, Peirce Island Committee, Conservation Commission, and other Blue Ribbon Committees as deemed necessary meet on a quarterly basis with the Chairman of the aforementioned Boards and Commissions, along with their City Council liaison. (Quarterly meetings to take place March, June, September and December.) Subsequent to the quarterly meetings, the chairman of the aforementioned Boards and Commissions shall report to the City Council at their next available meeting. The quarterly meetings shall be for the purpose of reviewing mutual concerns and bringing those to the attention of the City Council.

This policy shall take effect upon the passage of the City Council.

Adopted by the Portsmouth City Council on **April 6, 2009**.
Ratified by the Portsmouth City Council on January 19, 2010.
Ratified by the Portsmouth City Council on January 17, 2012.
Ratified by the Portsmouth City Council on January 13, 2014.
Ratified by the Portsmouth City Council on January 11, 2016.
Ratified by the Portsmouth City Council on January 16, 2018.
Ratified by the Portsmouth City Council on January 8, 2020.

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



CITY OF PORTSMOUTH

CITY COUNCIL POLICY No. 2009-03 Projecting Sign Policy

WHEREAS, the City of Portsmouth has an interest in regulating all use of City property at, above and below ground level; and

WHEREAS, it is common for individuals in the City to erect projecting signs over streets and sidewalks of the City; and

WHEREAS, the City Council desires to adopt a policy which both protects the municipal interest in the air-space above its property and provides persons who wish to erect projecting signs in that air-space a process by which municipal approval for those signs may be secured expeditiously;

NOW THEN, the Council of the City of Portsmouth hereby adopts the following projecting sign policy.

1. Requests for the construction of signs over City property shall be submitted in the first instance to the Planning Director;
2. The Planning Director shall then report its recommendation with respect to the sign to the City Council for approval or denial,
3. Upon approval of the City Council a revocable license in the form approved by the City's Legal Department may be issued including, but not limited to, the following terms and conditions:
 - a. All costs related to the construction and/or removal of the sign shall be borne by the applicant.
 - b. The License shall be for an indefinite term.

This policy shall take effect upon the passage of the City Council.

Adopted by the Portsmouth City Council on: **May 4, 2009**.

Ratified by the Portsmouth City Council on January 19, 2010.

Amended by the Portsmouth City Council on March 21, 2011.

Ratified by the Portsmouth City Council on January 17, 2012.

Ratified by the Portsmouth City Council on January 13, 2014.

Ratified by the Portsmouth City Council on January 11, 2016.

Ratified by the Portsmouth City Council on January 16, 2018.

Ratified by the Portsmouth City Council on January 8, 2020.



CITY COUNCIL POLICY NO. 2009-04

WHEREAS, the City of Portsmouth currently has a collection of ordinances regulating “hawkers and peddlers” seeking to sell food and non-food items from a location that is not fixed; and

WHEREAS, in order to improve communication with vendors and hawkers and facilitate enforcement, the Vendors’ Committee has proposed that the City Council adopt a policy that both identifies vending locations compliant with the existing ordinances and establishes maximum vending cart sizes.

NOW THEREFORE there shall be established a policy by the City Council relating to hawkers and peddlers providing as follows:

The seven locations on public sidewalks within the Central Business Districts A and B that are suitable as vending locations for licensed hawkers and peddlers are identified on the attached Exhibit 1.

All other locations within Central Business Districts A and B are deemed not appropriate under the existing ordinances and vendors and hawkers are prohibited from setting up carts, stands and like at such other unapproved locations.

The size of vending carts shall not exceed 52” wide and 48 inches long not including the tongue of the cart.

Consistent with the existing ordinance, all vending locations, both inside and outside the Central Business District, are available to the first licensed vendor who arrives in the space after any period of vacancy. Vending locations cannot be reserved.

There shall be no vending or hawking from any municipal parking areas including metered parking spaces, public parking lots, or the parking garage.

This policy does not affect or address mobile/canteen trucks that vend on private property.

This policy does not affect or address vending on property under the control of Prescott Park.

Nothing in this policy supersedes or limits any special permission that the City Council may grant to organizers of community events, such as Pro Portsmouth, who may establish additional vending locations during such special events.

This policy shall take effect upon passage of the City Council.

Adopted by the Portsmouth City Council on: **May 18, 2009**.
Ratified by the Portsmouth City Council on: January 19, 2010.
Ratified by the Portsmouth City Council on: January 17, 2012.
Ratified by the Portsmouth City Council on: January 13, 2014.
Ratified by the Portsmouth City Council on: January 11, 2016.
Ratified by the Portsmouth City Council on: January 16, 2018.
Ratified by the Portsmouth City Council on: January 8, 2020.

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



CITY OF PORTSMOUTH

CITY COUNCIL POLICY No. 2009-05

Policy Regarding Public Gatherings in Market Square

WHEREAS, Market Square in downtown Portsmouth has developed by past public use into a public forum in which expressive conduct such as public gatherings, speech making, the carrying of political signs and other forms of expressive conduct are constitutionally protected; and

WHEREAS, Market Square is a place in which numerous businesses operate, many people reside and the streets and sidewalks are heavily travelled by persons and vehicles; and

WHEREAS, the City Council seeks to balance the need of people and vehicles to travel on, near or through Market Square safely against the protected expressive conduct created by the public forum which Market Square has become; and

WHEREAS, the City Council has been advised that it may adopt content neutral reasonable time, place and manner restrictions on the use of Market Square for expressive conduct so long as such restrictions are narrowly tailored to accomplish the legitimate government concern of protecting public safety and maintaining the safe and orderly conduct of citizen travel and business activity in Market Square, and alternate means of expressive conduct exist; and

WHEREAS, the City Council has the authority to regulate obstructions and other activities on the City streets and sidewalks (City ordinances Chapter 8, Article, I, Section 8.106); and

NOW THEN, the City Council of the City of Portsmouth duly convened, does hereby adopt the following policy regarding expressive conduct in Market Square:

1. The area affected by this policy is all of the streets and sidewalks in the area where Market Street, Daniel Street, Pleasant Street, Church Street and Congress Street (collectively, "the protected area") convene, expressly inclusive of the sidewalk area in front of the North Church;
2. The protected area may be utilized at any reasonable time and in any reasonable manner without prior permission from the City by any person or by a group of people provided that there is no interference with pedestrian or vehicular travel on the street or sidewalk.

3. Should any person or group desire to place an obstruction of any kind or type or the use of electronic amplification upon the City sidewalk or right of way, that person or group should submit the request in writing to the City Manager who shall have the authority to approve the same.
4. The City Manager shall have authority to approve the use of the Vaughn Mall for gatherings involving obstructions and/or amplification with such reasonable terms and conditions as the City Manager may determine to be necessary to safeguard public travel and the conduct of lawful business activity within or near the gathering or event.
5. The City Manager shall have authority to approve the use of that portion of Pleasant Street from Porter Street to Market Square (being the same area used for summer-in-the-street activities) for gatherings involving obstructions and/or amplification with such reasonable terms and conditions as the City Manager may determine to be necessary to safeguard public travel and the conduct of lawful business activity within or near the gathering or event.
6. The City Manager shall have the authority to assess the organizing person or group actual costs directly related to the use of the space. The costs are limited to police details for any necessary traffic control and wages for any public works personnel required for set up and clean-up. The assessment of costs is most likely to arise with the use of Pleasant Street which requires street closure and redirecting of traffic. In no event shall costs include police protection for public safety. The assessment of costs may be appealed to the City Council.
7. Consistent with past practice, all other requests for obstructions or encumbrances of the sidewalk, public spaces and roadways require City Council approval; short-term occupation permits for construction purposes excepted.

This policy shall take effect upon the passage by the City Council.

Adopted by the Portsmouth City Council on **July 20, 2009**.

Ratified by the Portsmouth City Council on January 19, 2010.

Ratified by the Portsmouth City Council on January 17, 2012.

Ratified by the Portsmouth City Council on January 13, 2014.

Ratified by the Portsmouth City Council on January 11, 2016.

Ratified by the Portsmouth City Council on January 16, 2018.

Ratified by the Portsmouth City Council on January 8, 2020.

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



CITY OF PORTSMOUTH

CITY COUNCIL POLICY No. 2009-06

PUBLIC ART ACQUISITION POLICY

The City of Portsmouth is committed to acquiring public art by donation, acquisition or commission. Only original work will be considered for acceptance.

The City Council desires that Art-Speak be charged with the formation of a standing committee, whose role will be to oversee the acquisition and de-accession (removal) of public art for all city departments¹. This committee will consist of between 7 and 11 members and will consist of Art-Speak Board Members (minimum of two), city staff, and community members.

The standing committee will evaluate proposed donations, acquisitions or commissions based on the following criteria:

- The quality of the artwork.
- Appropriateness of the size, scale and materials for the site(s)
- Availability of an appropriate site.
- Costs of installation and maintenance of artwork.
- Condition and durability of the artwork.
- Aesthetic merit.
- Inclusion of a mandatory maintenance plan (including materials used and proper care for such materials)

All donated, acquired or commissioned works of *outdoor* art must include a cash stewardship donation of at least 10% of the cost of the artwork which will be added to the Public Art Trust for ongoing stewardship of public art. *Indoor* art may or may not require a stewardship donation, depending on the type of art. The standing committee will determine if a stewardship donation is required for a given piece of indoor art, and if so, the amount of the donation. If the artwork is donated, the committee will determine the value of the artwork.

¹ The Trustees of the Portsmouth Public Library have their own policy for art acquisition. Art-speak will defer to the Trustees of the Library for art acquisition at the Library.

Art-Speak, along with recommendations from appropriate city boards, city staff, and/or committees, will review and recommend pieces of public art to the City Council for acceptance. All final decisions on acceptance shall be made by the City Council.

Suitable donations will be accepted unconditionally and free of all obligations and encumbrances. The City reserves the right to relocate donated artwork from time to time; and to not display a donated piece of art. Works from the collection may be considered for removal if they are in poor condition, damaged or deteriorated beyond reasonable repair or conservation.

As pieces of public art are acquired, they will be entered into the City Art and Artifact Index maintained by Portsmouth Public Library staff. If a piece is decommissioned, the date and reason for withdrawal will also be so recorded. Changes of location, whether temporary or permanent will be recorded in the Art and Artifact Index.

This policy shall take effect upon the passage by the City Council.

Adopted by the Portsmouth City Council on **December 21, 2009**.

Ratified by the Portsmouth City Council on January 19, 2010.

Ratified by the Portsmouth City Council on January 17, 2012.

Ratified by the Portsmouth City Council on January 13, 2014.

Ratified by the Portsmouth City Council on January 11, 2016.

Ratified by the Portsmouth City Council on January 16, 2018.

Ratified by the Portsmouth city Council on January 8, 2020.

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



CITY OF PORTSMOUTH

CITY COUNCIL POLICY No. 2010 - 01

POLICY REGARDING FLAGS PROJECTING OVER CITY PROPERTY ¹

WHEREAS, the City Council recognizes that there are safety and aesthetic concerns attendant to the placement of flags over the City's rights-of-way; and

WHEREAS, the City Council recognizes that there is an inherent inter-relationship between such flags and sandwich board signs placed on sidewalks in front of City businesses as well as projecting signs placed over municipal sidewalks by City businesses; and

WHEREAS, the City Council also recognizes that the City has the inherent authority to regulate any obstructions on City sidewalks and any intrusions into municipal airspace over streets and sidewalks; and

WHEREAS, the City Council desires to balance the signage needs of City businesses with aesthetics and the safety and convenience of the public at large.

NOW THEREFORE, the City Council adopts the following policy:

- A. Neither a sandwich board sign nor a flag which is allowed by the City to project over a City sidewalk or right-of-way should be deemed to be a sign for zoning purposes. (This element of the policy should ultimately be formalized in an amendment to the Zoning Ordinance.)
- B. A business should be allowed the option of either a flag projecting from the building in which the business is located over a City sidewalk or a sandwich board sign placed in front of the business on the City sidewalk, but not both.
- C. Flags should not exceed 12 square feet in area, and should maintain at least 7 feet of clearance above the sidewalk at all times.
- D. Sandwich board signs should not exceed 8 square feet in area on each side.
- E. Sandwich board signs (as well as other sidewalk obstructions) should only be allowed where a continuous path of travel at least four (4) feet wide can be maintained.

- F. The City Manager is requested to adopt procedures to streamline the approval process as much as possible consistent with prudent management in order to reduce waiting times for approvals of projecting signs, flags and sandwich board signs.
- G. Permanent signs projecting over City rights-of-way should be authorized only through a revocable license determined by the City Council with prior administrative review by City staff.
- H. Flags and sandwich board signs should be authorized through an annual permit process, including fees appropriate to represent the administrative cost of reviewing applications and issuing permits.
- I. The City Council hereby delegates the authority to issue an initial license for a flag or sandwich board sign to the City Manager or his designee. Under the delegated authority, City officials should apply the above standards approved by the City Council to the initial license application for a flag or sandwich board sign and send copies of applications and licenses to the City Council. Thereafter, licenses should be presented to the City Council in an omnibus package for annual renewal.
- J. No flag, sandwich board sign or projecting sign should be allowed by the City except in conformance with the foregoing.

¹ The Legislative intent was to exempt “Branded Areas” i.e., Deer Street and State Street

This policy shall take effect upon the passage by the City Council.

Adopted by the Portsmouth City Council on **February 1, 2010**.
Ratified by the Portsmouth City Council on January 17, 2012.
Ratified by the Portsmouth City Council on January 13, 2014.
Ratified by the Portsmouth City Council on January 11, 2016.
Ratified by the Portsmouth City Council on January 16, 2018.
Ratified by the Portsmouth City Council on January 8, 2020.

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



CITY OF PORTSMOUTH

CITY COUNCIL POLICY No. 2010 - 02

POLICY REGARDING SIDEWALKS AND DRIVEWAY APRONS

WHEREAS, there are aesthetic and cost concerns regarding any municipal decision to construct, repair or replace sidewalks using either brick or concrete; and

WHEREAS, the determination of the materials to be used in sidewalk construction repair and replacement must be made early in the design and engineering process in order to accommodate the City's bidding and contractual policies; and

WHEREAS, a request for a variance from this sidewalk policy regarding standard materials and typical sidewalk and driveway details (Exhibit B) will be made to the Director of Public Works; and

WHEREAS, there may be additional costs for variances from this policy that will be paid by the benefiting parties.

NOW THEREFORE, the City Council adopts the following policy:

- A. Whenever sidewalks are constructed, repaired or replaced in the City the following shall apply:
1. Sidewalks within the Historic District will be brick, with the exception of the following streets which will be concrete:
 - a. Islington Street,
 - b. New Castle Avenue east of Marcy Street,
 - c. Middle Street and Lafayette Road south of Aldrich Road; and
 - d. All streets west of the easterly shore of the North Mill Pond, with the exception of Nobles Island.(All as shown on Exhibit A attached hereto.)
 2. Sidewalk material for sidewalks located outside the Historic District which have historically been brick will be determined by vote of the City Council.
 3. Where a sidewalk is located both within the Historic District and outside of the Historic District, the relative portion of the sidewalk that is greater in length shall determine whether the sidewalk shall be brick or concrete.

4. The preferred standard material for all other sidewalks will be concrete.
5. Driveway aprons in the City shall be continuous bituminous asphalt from the edge of road to property line. Sidewalks, if any, shall terminate on either side of driveway apron.

This policy shall take effect upon the passage by the City Council.

Adopted by the Portsmouth City Council on **May 17, 2010**.
Ratified by the Portsmouth City Council on January 17, 2012.
Ratified by the Portsmouth City Council on January 13, 2014.
Amended by the Portsmouth City Council on January 20, 2015.
Ratified by the Portsmouth City Council on January 11, 2016.
Ratified by the Portsmouth City Council on January 16, 2018.
Ratified by the Portsmouth City Council on January 8, 2020.

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



CITY OF PORTSMOUTH

CITY COUNCIL POLICY No. 2012 - 01

POLICY REGARDING APPOINTMENTS TO CITY BOARDS AND COMMISSIONS

WHEREAS, the City Council believes that familiarity with the City of Portsmouth is a beneficial prerequisite to service on City Boards and Commissions;

NOW THEREFORE, the City Council adopts the following policy:

It is generally the policy of the City Council of the City of Portsmouth to appoint to membership on City Boards and Commissions only those persons who have resided in the City of Portsmouth for a cumulative total of at least one (1) year.

This policy shall take effect upon the passage by the City Council.

Adopted by the Portsmouth City Council on: **February 21, 2012**.

Ratified by the Portsmouth City Council on: January 13, 2014.

Ratified by the Portsmouth City Council on: January 11, 2016.

Ratified by the Portsmouth City Council on: January 16, 2018.

Ratified by the Portsmouth City Council on: January 8, 2020.

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

CITY OF PORTSMOUTH
CITY COUNCIL POLICY No. 2012-02

POLICY REGARDING USE OF CITY PROPERTY FOR SIDEWALK CAFE'S
PROVIDING ALCOHOL SERVICE

WHEREAS, the City Council allowed the pilot use of City property by two sidewalk cafe's providing alcohol service during the 2011 summer season; and

WHEREAS, the City Council recognizes the benefit to residents, businesses, visitors and the City's economic vitality of allowing sidewalk cafe's with alcohol service on City property; and

WHEREAS, the City Council desires to balance said benefits of sidewalk cafe's with the safety, desires, and convenience of the public at large; and

WHEREAS, the City Council also recognizes that the City has the inherent authority to regulate any obstructions on City sidewalks and any intrusions into City sidewalks; and

WHEREAS, the City Council recognizes the authority of the State to regulate alcohol service.

NOW THEREFORE, the City Council adopts the following policies, criteria and standards with regard to the use of City property for sidewalk cafe's providing alcohol service:

1. Requests for use of City property for sidewalk cafe's providing alcohol service shall be made in writing to the City Council on an annual basis by May 1st with no expectation of continued year-to-year use of the sidewalk area on a continuing basis.
2. Such requests shall include a dimensioned site plan of the existing conditions, including a depiction of public infrastructure such as curb lines, light poles, bike racks, street trees, tree grates, manhole covers, meters, licensed A-frame signs, adjacent on-street parking and loading zones, adjacent accessible sidewalk curb cuts and the like. Such requests shall also include a dimensioned site plan depicting the proposed table/chair layout plan for the sidewalk café, dimensioned routes of travel within the sidewalk café area and on the adjoining public sidewalk, as well as detail sheets for the proposed enclosure system, tables, chairs, lighting, trash receptacles, and the like.
3. The terms and conditions of any such requests that are approved by the City Council in any given year shall be described in an annual Area Service Agreement, which includes a clear depiction of the area approved for sidewalk café use, with said Area Service Agreement to be signed by the City Manager and the party or parties making the request.
4. The term of the Area Service Agreement should be for no more than six (6) months and shall typically run mid-April thru mid-October.
5. Area Service Agreements shall not be assignable to other parties.
6. Use of the Area subject to the Area Service Agreement (the "Area") may be precluded, modified or made subject to any such terms and conditions as may be determined by the City in order to accommodate special municipal events.

7. A ten dollar (\$10.00) per square foot fee will be charged for the Area subject to the Area Service Agreement and the fee shall be for the entire 6 month season with no proration of the fee. The minimum fee for the season shall be \$2,000 even if the size of the Area subject to the Agreement is less than 200 square feet. The fee shall be due and payable to the City of Portsmouth prior to authorization to use the Area.
8. The Area specified for sidewalk café use in the Area Service Agreement shall be restored upon termination of the Area Service Agreement at season's end. Specifically, at season's end, the enclosure system, tables, chairs and all other materials in their entirety shall be removed from the City-owned area with the area left in an unobstructed, undamaged, clean and sanitary condition at no cost to the City.
9. Sidewalk cafés on City property shall indemnify and hold harmless the City of Portsmouth and shall maintain and provide insurance of the types and amounts specified by the City's Legal Department.
10. Sidewalk cafe's shall not damage sidewalks, curbing, bike racks, street trees, light poles, trash containers, utilities or any other City amenities or infrastructure, or make same inaccessible for public use or maintenance purposes.
11. Sidewalk cafe's may utilize the Area for authorized purposes during their normal business hours, except that all tables within the Area shall be cleared of all food and alcoholic beverages by 10:30 p.m. 7 days a week with no alcohol served within the Area subsequent to one-half hour before the foregoing closure times.
12. Sidewalk café operators shall agree at all times to comply with all laws, rules and regulations of the NH State Liquor Commission and all other local, state and federal laws. Approval of the Area Service Agreement by the State Liquor Commission is required. Alcoholic beverage violations shall be self-reported to the State Liquor Commission.
13. Sidewalk cafe's shall only serve alcoholic beverages to patrons who are seated at a table and who are ordering a substantial meal with service at tables conducted by wait staff only.
14. Sidewalk café operators will agree that they shall be solely responsible for compliance with the Americans with Disabilities Act.
15. The Area Service Agreement may be suspended at the sole discretion of the City on an administrative basis.
16. The Area Service Agreement may be revoked in its entirety, excepting for indemnity provisions, by the City by vote of the City Council.

17. Sidewalk cafe's with alcohol service should meet the following site design standards:

- Be separated from the public pedestrian space on the adjacent municipal sidewalk by an enclosure system consisting of heavy duty black decorative metal materials or equivalent as approved by the City Manager or his designee; special attention shall be paid to the method used to support the enclosure system in order to avoid damage to public property and insure public safety; the minimum height of the enclosure system shall be 30 inches and the maximum height shall be 36 inches.
- Sidewalk cafe's shall have no audio or visual or entertainment of any type located outside, and no visual entertainment shall be situated on the inside of the building in such a manner that it is directed to patrons in the sidewalk café.
- Sidewalk café seating shall be appurtenant and contiguous to a doorway accessing the main restaurant facility with service provided within the Area approved by the City, and the adjacent public pedestrian way shall not be crossed in order to provide alcohol or food service to additional areas.
- The internal dimensions and table/chair layout of the sidewalk café Area must allow for the passage of customers and wait staff and shall, in any event, meet ADA requirements.
- Sidewalk cafe's must provide a 5-foot radius clearance from the center of restaurant doorways (exterior) and doorways shall be kept clear at all times and a 5-foot minimum clear pedestrian path in front of restaurant doorways (exterior) shall be maintained at all times.
- The enclosure system, tables and chairs shall be movable/non-permanent.
- In Market Square the minimum width for the pedestrian way adjacent to the Area shall be 10-feet to 12-feet depending on site conditions. In all other areas where sidewalk cafe's are allowed the width for the pedestrian way adjacent to the Area shall, at a minimum, be 5-feet and, in any event, meet ADA, but will depend on site conditions. The pedestrian way in both instances shall allow for and provide clear unimpeded passage and access along the Area. The pedestrian way shall be located entirely on the public sidewalk and shall meet criteria that ensure pedestrian safety, usability and ADA compliance. In no event shall the Area interfere with accessibility or public safety, including safe lines of sight for drivers.
- Canopies over the sidewalk café shall not be allowed unless they are completely supported by hardware on the building structure, that is, there shall be no vertical supports in or around the sidewalk café; table umbrellas without logos are allowed, but must not extend beyond the Area.
- No advertising of any kind shall be allowed in the Area.
- No improvements or personal property located within the Area shall extend on or over any municipal property located outside the Area.

18. Smoking should not be allowed in the sidewalk café Area.

19. Sidewalk café operators shall agree at all times to comply with all local laws, rules, regulations and orders including, but not limited to the following:
- Health Department to approve outdoor food service operations and cleaning operations, with the Area to be left in a clean and sanitary condition at all times and garbage contained at all times in covered receptacles. The Area shall be left in clean condition at close of business with all garbage removed in its entirety from the Area, and any ground debris swept up, at close of daily business. No food prep, grilling, service windows, service counters, wait stations, or bus buckets shall be allowed in the Area and no condiments, paper products or the like shall be stored on the tables in the Area. Health Department shall review/approve that kitchen facilities are sufficient to support additional seating.
 - Inspections Department shall review/approve that bathroom facilities are sufficient to support outdoor sidewalk café seating. Permits shall be sought from the Inspections Department for any proposed Area lighting.
 - A Place of Assembly inspection and updated Place of Assembly permit shall be required from the Fire Department and the Fire Department shall review/approve means of egress.
20. No Area Service Agreement should be approved by the City except in conformance with the foregoing.
21. The above are policy guidelines that will serve as the basis for Area Service Agreements, which may include other terms and conditions deemed by the City to be in the public interest.
22. The number and location of sidewalk cafe's on City sidewalks shall be at the sole unfettered discretion of the City Council acting in the public interest and no entitlement is created by this policy for any party to have a sidewalk café at any location.

This policy shall take effect upon the passage by the City Council.

Adopted by the Portsmouth City Council on **March 19, 2012**.
Ratified by the Portsmouth City Council on January 13, 2014.
Ratified by the Portsmouth City Council on January 11, 2016.
Amended by the Portsmouth City Council on February 21, 2017.
Ratified by the Portsmouth City Council on January 16, 2018.
Ratified by the Portsmouth City Council on January 8, 2020.

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

CITY OF PORTSMOUTH

CITY COUNCIL POLICY No. 2013 – 01

COMPLETE STREETS POLICY

WHEREAS, an objective of the City of Portsmouth’s 2005 Master Plan is to “ensure that all transportation projects in Portsmouth provide for full consideration of all modes (automobile, truck, bicycle, pedestrian, transit) in their design, as appropriate;” and

WHEREAS, the City Council recognizes that in support of this objective it will be beneficial to provide guidance to City Boards, Committees and Departments as to project planning, design standards, implementation and monitoring;

NOW THEREFORE, the City Council adopts the following policy:

I. VISION

Streets and roadways in the City of Portsmouth will be convenient, safe and accessible for all transportation users, including pedestrians, bicyclists, transit vehicles and riders, children, the elderly, and people with disabilities.

II. CORE COMMITMENT

Definition

“Complete Streets” means streets that are designed and operated to enable safe access for all users, so that pedestrians, bicyclists, motorists, and public transportation users of all ages and abilities are able to safely move along and across as street.

All Users and Modes

The City of Portsmouth will plan for, design, construct, operate and maintain appropriate facilities for pedestrians, bicyclists, transit vehicles and riders, children, the elderly, and people with disabilities in all new construction and retrofit or reconstruction projects subject to the exceptions contained herein.

Planning

The City will incorporate Complete Streets principles into the City’s Master Plan, area plans, transportation plans, the Zoning Ordinance and Site Plan Review Regulations, standards and specifications documents, and other plans, manuals, rules, regulations and programs as appropriate. Implementation of projects supported by adopted plans shall be a priority under this policy.

Projects and Phases

The City of Portsmouth will approach every transportation improvement and project phase as an opportunity to create safer, more accessible streets for all users. These phases include, but are

not limited to: planning, programming, design, right-of-way acquisition, construction engineering, construction, reconstruction, operation and maintenance.

Complete Streets principles will be applied on all new City projects and privately funded developments, and incrementally on existing streets through a series of small improvements and activities over time.

Maximum financial flexibility is important to implement Complete Streets principles. All sources of transportation funding, public and private, should be drawn upon to implement Complete Streets within the City of Portsmouth.

It is understood that maintenance activities do not necessarily trigger requirements for major street improvements and should not be expected to do so. However, maintenance activities do present some opportunities that can improve the environment for other roadway users.

Exceptions

Complete Streets principles will be applied in all street construction, retrofit, and reconstruction projects except in unusual or extraordinary circumstances contained below. Even under the conditions outlined below, a project's impact will be evaluated for the effect it would have on the usefulness of the street for all users, now and in the future, and the ability to implement other adopted plans in the future.

- 1 Where pedestrians and bicyclists are prohibited by law from using the facility.
In this case, alternative facilities and accommodations shall be provided within the same transportation corridor, and the ability to reasonably and conveniently cross the facility will be part of the facility design and construction.
- 2 Where existing right-of-way does not allow for the accommodation of all users.
In this case alternatives shall be explored such as obtaining additional right-of-way, use of revised travel lane configurations, paved shoulders, signage, traffic calming, education or enforcement to accommodate pedestrians, cyclists, transit vehicles and riders and persons with disabilities.
- 3 Where the cost of establishing walkways or bikeways or other accommodations would be disproportionate to the need, particularly if alternative facilities are available within a reasonable walking and/or bicycling distance.
- 4 Where application of Complete Streets principles is unnecessary or inappropriate because it would be contrary to public safety and increase risk of injury or death.
- 5 Where the construction is not practically feasible or cost effective because of unreasonable adverse impacts on the environment or on neighboring land uses, including impact from right-of-way acquisition.
- 6 Ordinary maintenance activities designed to keep street and other transportation assets in serviceable condition or when interim measures are implemented on temporary detour or haul routes. However, all temporary detours shall comply with temporary traffic control requirements of the Manual of Uniform Traffic Control Devices.
- 7 Ordinary public works or utility maintenance activities, including, but not limited to: water, sewer and storm sewer main repairs; installation of new or removal of existing

water or sewer service lines, installation or repair of fire hydrants, installation or repair of private utility fixtures.

Exclusive of exceptions 6 and 7 above, any determination that a project that will not meet Complete Streets principles based on the above exceptions will have said determination reviewed and confirmed by City Council.

III. BEST PRACTICES

Design Guidance and Flexibility

The City shall follow accepted or adopted design standards and use the best and latest design standards available, including:

- American Association of State Highway and Transportation Officials (AASHTO)
 - *Guide for the Development of Bicycle Facilities* (4th Edition, 2012)
 - *Guide for the Planning, Design and Operations of Pedestrian Facilities* (2004)
- American Planning Association (APA)
 - *Complete Streets: Best Policy and Implementation Practices* (2010)
- American Planning Association (APA) & American Society of Civil Engineers (ASCE)
 - *U.S. Traffic Calming Manual* (2009)
- Federal Highway Administration (FHWA)
 - Manual of Uniform Traffic Control Devices (MUTCD)
 - PEDSAFE: Pedestrian Safety Guide and Countermeasures Selection System
- Institution of Transportation Engineers (ITE)
 - *Designing Walkable Urban Thoroughfares: A Context Sensitive Approach* (2010)
 - *Neighborhood Street Design Guidelines* (2010)
- National Association of City Transportation Officials (NACTO)
 - *Urban Bikeway Design Guide* (2nd Edition, 2012)
 - *Urban Street Design Guide* (2013)
- U.S. Architectural and Transportation Barriers Compliance Board (the Access Board)
 - *Accessible Rights-of-Way: A Design Guide*
- Active Transportation Alliance
 - *Complete Streets Complete Networks: A Manual for the Design of Active Transportation*

Context Sensitivity

The implementation of this Policy shall reflect the context and character of the surrounding built and natural environments, and enhance the appearance of such.

Performance Measures

Complete Streets should be continuously evaluated for success and opportunities for improvement. This policy encourages the regular evaluation and reporting of progress through the following performance measures:

- User data – bike, pedestrian, transit and traffic
- Crash data
- Use of new projects by mode
- Compliments and complaints
- Linear feet of pedestrian accommodations built

- Number of ADA accommodations built
- Miles of bike lanes/trails built or striped
- Number of transit accessibility accommodations built
- Number of street trees planted
- Number of exemptions from this policy approved

IV. IMPLEMENTATION

The City views Complete Streets as integral to everyday transportation decision-making practices and processes. To this end:

1. The Planning Department, Department of Public Works, and other relevant departments, agencies or committees shall incorporate Complete Streets principles into the City's Master Plan, the Pedestrian and Bicycle Master Plans, and other appropriate plans, and other manuals, checklists, decision trees, rules, regulations, and programs as appropriate.
2. The Planning Department and Department of Public Works shall review current design standards, including subdivision and site plan review regulations, to ensure that they reflect the best available design guidelines, and effectively implement Complete Streets.
3. When available, the City shall encourage staff professional development and training on non-motorized transportation issues through attending conferences, classes, seminars, and workshops.
4. City staff shall identify current and potential future sources of funding for street improvements and recommend improvements to the project selection criteria to support Complete Streets projects.
5. The City shall promote project coordination among City departments and agencies with an interest in the actives that occur within the public right-of-way in order to better use fiscal resources.
6. The Planning Department shall make an annual report to the City Council showing progress made in implementing this policy.

This policy shall take effect upon the passage by the City Council.

Adopted by the Portsmouth City Council on: **October 7, 2013.**

Ratified by the Portsmouth City Council on: January 13, 2014.

Ratified by the Portsmouth City Council on: January 11, 2016.

Ratified by the Portsmouth City Council on: January 16, 2018.

Ratified by the Portsmouth City Council on: January 8, 2020.

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

CITY OF PORTSMOUTH

CITY COUNCIL POLICY No. 2013 – 02

BICYCLE FRIENDLY COMMUNITY POLICY

WHEREAS, a goal of the City of Portsmouth’s 2005 Master Plan is to “provide for safe and convenient bicycle and pedestrian circulation throughout the City;” and

WHEREAS, in support of that goal, an objective of the Master Plan is to “incorporate and formalize bicycle/pedestrian needs into city transportation planning, policies and ordinances;” and

WHEREAS, the City Council recognizes that increasing bicycle use can:

- Improve the environment by reducing the impact on residents of pollution and noise, limiting greenhouse gases, and improving the quality of public spaces.
- Reduce traffic congestion by shifting short trips out of single occupancy motor vehicles. This will also make our City more accessible for public transport, walking, essential car travel, emergency services, and deliveries.
- Save lives by creating safer conditions for bicyclists and as a direct consequence improve the safety of all other road users.
- Increase opportunities for residents of all ages to participate socially and economically in the community, regardless of income or ability.
- Boost the economy by creating a community that is an attractive destination for residents, tourists and businesses.
- Enhance recreational opportunities, especially for children, and further contribute to the quality of life in the community.
- Improve the health and well being of the population by promoting routine physical activity.

NOW THEREFORE, the City Council adopts the following policy:

Accommodating bicycles and improving safe bicycle travel shall be integrated into municipal decision-making, practices and processes in order to:

1. Provide safe and convenient bicycle access to all parts of the community through a network of on-and off-street facilities, low-speed streets, and secure parking.
2. Establish information programs to promote bicycling for all purposes and to communicate the many benefits of bicycling to residents and businesses.

3. Make the City a model employer by encouraging bicycle use among its employees.
4. Ensure all city policies, plans, codes, and programs are updated and implemented to take advantage of every opportunity to create a more bicycle-friendly community.
5. Educate all road users to share the road and interact safely.
6. Enforce traffic laws to improve the safety and comfort of all road users, with a particular focus on behaviors and attitudes that cause motor vehicle/bicycle crashes.
7. Promote intermodal travel between public transport and bicycles.

This policy shall take effect upon the passage by the City Council.

Adopted by the Portsmouth City Council on: **October 7, 2013.**

Ratified by the Portsmouth City Council on: January 13, 2014.

Ratified by the Portsmouth City Council on: January 11, 2016.

Ratified by the Portsmouth City Council on: January 16, 2018.

Ratified by the Portsmouth City Council on: January 8, 2020.

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

CITY OF PORTSMOUTH

CITY COUNCIL POLICY No. 2013 – 03

WALK FRIENDLY COMMUNITY POLICY

WHEREAS, the City Council recognizes the benefits of walking as a key element of a healthy, efficient, socially inclusive and sustainable community, and

WHEREAS, all people should be able to walk safely and to enjoy high quality public spaces in the City of Portsmouth anywhere and at any time; and

WHEREAS, the City Council is committed to reducing the physical, social and institutional barriers that limit walking activity;

NOW THEREFORE, the City Council adopts the following policy:

Municipal decision-making, practices and processes shall be carried out in order to further the following objectives:

- Provide clean, well-lit sidewalks free from obstruction, and with sufficient opportunities to cross roads safely and directly;
- Ensure seating is provided in outdoor public spaces in quantities and locations that meet the needs of all users;
- Provide protection for pedestrians from weather and climate elements with landscaping and facilities as appropriate (for example shade or shelter);
- Provide coherent and consistent information and signage systems to support exploration and discovery on foot;
- Build and maintain high-quality networks of connected, functional and safe walking routes between residential areas and local destinations;
- Provide an integrated, extensive and well-equipped public transportation service with vehicles which are fully accessible to all potential users and public transport stops and interchanges with easy, safe and convenient pedestrian access and supportive information;
- Encourage a pedestrian-friendly driving culture with targeted campaigns and enforcement of road traffic laws;
- Maintain reduced motor vehicle traffic speeds in residential areas, shopping areas, around schools, and in other areas with a high frequency of pedestrian traffic;

- Reduce the impact of busy roads by installing sufficient safe crossing points, ensuring minimal waiting times and enough time to cross for the slowest pedestrians;
- Ensure that facilities designed for cyclists and other non-motorized modes do not compromise pedestrian safety or convenience;
- Involve all relevant agencies at all levels to recognize the importance of supporting and encouraging walking and to encourage complementary policies and actions;
- Actively encourage all members of the community to walk whenever and wherever they can as a part of their daily lives.

This policy shall take effect upon the passage by the City Council.

Adopted by the Portsmouth City Council on: **October 7, 2013.**

Ratified by the Portsmouth City Council on: January 13, 2014.

Ratified by the Portsmouth City Council on: January 11, 2016.

Ratified by the Portsmouth City Council on: January 16, 2018.

Ratified by the Portsmouth City Council on: January 8, 2020.

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



CITY OF PORTSMOUTH

CITY COUNCIL POLICY No. 2014 - 01

POLICY REGARDING FIRST READING ON ORDINANCE AMENDMENTS

WHEREAS, historically, the City Council has followed the process for submitting proposed ordinances as stated below;

NOW THEREFORE, the City Council adopts the following policy:

Any proposed ordinance to be acted on by the City Council shall be submitted one meeting in advance of any first reading and that the proposed ordinance is submitted to the Legal Department to draft in the City Ordinance format. Further, that all appropriate Departments, Boards and Commissions be advised of the ordinance prior to first reading and when necessary, request a report back.

This policy shall take effect upon the passage by the City Council.

Adopted by the Portsmouth City Council on: **January 13, 2014.**

Ratified by the Portsmouth City Council on: January 11, 2016.

Ratified by the Portsmouth City Council on: January 16, 2018.

Ratified by the Portsmouth City Council on: January 8, 2020.

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



CITY OF PORTSMOUTH

CITY COUNCIL POLICY No. **2014 - 02**

POLICY REGARDING PUBLIC ART

WHENEVER from any source an issue relating to Public Art should be brought to the attention of the City Council, that matter will be referred to Art Speak for an advisory report.

This policy shall take effect upon the passage by the City Council.

Adopted by the Portsmouth City Council on **June 16, 2014**.
Ratified by the Portsmouth City Council on January 11, 2016.
Ratified by the Portsmouth City Council on January 16, 2018.
Ratified by the Portsmouth City Council on January 8, 2020.

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



CITY OF PORTSMOUTH

CITY COUNCIL POLICY No. 2016 - 01

POLICY REGARDING "NON-MEETINGS"

It is the policy of the Portsmouth City Council that 'non-meetings' will be held only when necessary in order to discuss 'strategy or negotiations with respect to collective bargaining,' or 'consultation with legal counsel,' as allowed under the New Hampshire Right-To-Know Law, and that when they are held:

- (1) The purpose of the 'non-meeting' will be publicly disclosed in a motion;
- (2) A public roll-call vote will be taken prior to going into the 'non-meeting;'
- (3) Discussion in the 'non-meeting' will be limited to that topic and no other topic;
- (4) A record will be kept of when the 'non-meeting' begins, ends, and who is in attendance and that shall be a permanent public record.

This policy shall take effect upon the passage by the City Council.

Adopted by the Portsmouth City Council on January 25, 2016.

Ratified by the Portsmouth City Council on January 16, 2018.

Ratified by the Portsmouth City Council on January 8, 2020.

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



CITY OF PORTSMOUTH

CITY COUNCIL POLICY No. 2016 - 02

POLICY REGARDING “NON-MEETINGS WITH LEGAL COUNSEL”

The City Council shall not hold a “Non-Meeting” as provided for under the New Hampshire Right-to-Know, “91-A-2(b) Consultation with Legal Counsel” unless the City Attorney initiates and defines the scope of the meeting.

This policy shall take effect upon the passage by the City Council.

Adopted by the Portsmouth City Council on **December 5, 2016**.

Ratified by the Portsmouth City Council on January 16, 2018.

Ratified by the Portsmouth City Council on January 8, 2020.

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

CITY OF PORTSMOUTH

CITY COUNCIL POLICY No. 2016-03

HOUSING POLICY

WHEREAS, the goals of the City of Portsmouth, as expressed in its 2025 Master Plan, include encouraging walkable mixed-use development, adapting the housing stock to accommodate changing demographics and accommodating the housing needs of the City's current and future workforce; and

WHEREAS, the City Council finds that construction of additional housing is critical to the City's continuing economic and civic vitality by supplying a new generation of workforce, attracting talent and new business, preserving affordability for long term residents to remain in the City, and increasing our resident base to allow for greater variety of participation in our City Boards, Committees, Commissions and Departments; and

WHEREAS, the City Council recognizes that in support of this objective it will be beneficial to provide guidance to City Boards, Committees and Departments as to interpretation of City regulations and ordinances, project approval and review, staff approval of permits and guidance to developers, and other City involvement in the housing process;

NOW THEREFORE, the City Council adopts the following policy (the "Housing Policy" or "this Policy"):

I. VISION

Portsmouth will support a housing stock that addresses greater housing supply and variety, including an adequate supply of workforce and moderate-income housing; reflects and enhances the City's historical development patterns; provides a human-scale design ¹that allows for vibrancy of civic life; and allows for optimal investment in and use of public infrastructure.

II. CORE COMMITMENT

¹ Human-scale design, in this context, refers to the size and proportions of buildings along a street being tailored to the comfort and usability of people walking nearby.

The City of Portsmouth will promote the design, construction, operation and maintenance of residential development appropriate for a variety of different residents, including the elderly and seniors, families, young professionals, seasonal and service industry workers, and people with disabilities; and will make efforts to ensure that housing costs are affordable to a wide range of income levels.

The City of Portsmouth will approach planning and zoning as an opportunity to expand the housing stock and provide increased variety to address the needs of those who work in Portsmouth and its region.

III. KEY PRINCIPLES

In planning for development and reviewing proposals for new residential developments, the City will apply the following principles:

1. **HOUSING CHOICE AND AFFORDABILITY:** Residential growth in the City should include a range of housing types to address the needs of different household types, lifestyles and income levels.
2. **CHARACTER AND HERITAGE:** New residential development should be sympathetic to the local heritage and character of each area, and should incorporate quality built form and streetscapes, including pedestrian-friendly environments.
3. **HOUSING TARGET AREAS:** The City will identify housing target areas that are suitable for more residential development and will focus studies, detailed zoning changes and development controls to guide future development in each of these areas. Context-sensitive standards which address design will accompany each target area.
4. **INFILL DEVELOPMENT:** Outside housing target areas, the City will promote infill development of residences (and, where appropriate, mixed-uses) within existing neighborhoods by rezoning to promote and allow established, traditional development patterns.

IV. FOCUS AREAS

In keeping with the 2025 Master Plan, this Policy recognizes that different solutions are appropriate for different types of areas and neighborhoods within the City. Therefore, the application of this Policy will vary accordingly by focus area, as follows:

1. **URBAN CORE:** The Urban Core, consisting of the historic Downtown and the North and West Ends, accommodates apartments, condominiums and affordable housing in existing and new mixed-use buildings.
2. **CORRIDORS:** On the City’s current major corridors—Lafayette Road/Route 1, Woodbury Avenue/Market Street, and (to a lesser extent) the Route 1 Bypass—provide opportunities to integrate new multifamily residential and mixed-use developments into existing commercial environments and create additional centers of activity.
3. **URBAN NEIGHBORHOODS:** The dense walkable neighborhoods close to the Urban Core provide housing in various sizes and tenancy types. The variety of options helps to preserve neighborhood character, provides affordable housing options, and allows for reduced automobile usage due to proximity to the Downtown and West End. New development in these neighborhoods will consist of small-scale infill and “missing middle” redevelopment.
4. **SUBURBAN NEIGHBORHOODS:** Portsmouth’s low-density suburban neighborhoods provide a range of housing stock from luxury to affordable. These neighborhoods are suitable for incremental infill development including accessory dwelling units.

V. LAND USE REGULATIONS AND PERMITTING

To apply Key Principles from this Policy to each focus area and housing target area, the City will consider the following changes to land use regulations and the permitting process:

1. **DENSITY:** The City will incorporate historical land use patterns and human-scale development principles into local land use regulations (Zoning Ordinance, Site Plan Review Regulations, Subdivision Rules and Regulations) and permitting processes, as well as other standards, plans, rules, regulations and programs as appropriate.
2. **PARKING:** The City will review parking requirements in housing target areas and specific neighborhoods, revise land use regulations as appropriate to reduce housing development costs while preventing street congestion, and proactively seek parking infrastructure solutions or shared parking arrangements that can be substituted for individual unit parking requirements.

3. **IMPACT ON AFFORDABILITY:** Recognizing that local land use regulations can have a direct impact on housing development costs, all Boards, Committees, Commissions and Departments should consider the impacts of their actions on housing affordability within legal guidelines, and should coordinate with each other to the extent possible to provide advice consistent with this Policy.
4. **PERMIT STREAMLINING:** Private investment in the City's housing stock should be encouraged and the development process be minimally burdensome on individual property owners to comply with City regulations. Minor site or building changes should not necessarily trigger requirements for review by City Boards or Commissions. All Boards, Committees, Commissions and Departments should review local land use regulations and other requirements so that de minimis changes may be approved administratively.

VI. IMPLEMENTATION

The City views this Housing Policy as integral to everyday planning and decision-making practices and processes. To this end:

1. **APPLICATION:** The Planning Department and other relevant departments, agencies or committees shall incorporate this Policy's principles into the City's Master Plan and other appropriate plans, and manuals, checklists, decision trees, rules, regulations, and programs as appropriate, requesting funds through the annual City Budget or City Council when necessary.
2. **REGULATORY AUDIT:** The Planning Department and Department of Public Works shall review the City's Zoning Ordinance, Site Plan Review Regulations, Subdivision Regulations and permitting processes, to ensure that they effectively implement this Policy.
3. **PROFESSIONAL DEVELOPMENT:** When available, the City shall encourage staff professional development and training on best practices in planning, zoning, and principles through attending conferences, classes, seminars and workshops.
4. **COLLABORATION:** The City shall promote project coordination among City departments and agencies in implementing the Housing Policy in order to better use fiscal resources and produce the best results.
5. **MUNICIPAL INVESTMENT AND PUBLIC INFRASTRUCTURE:** The City should support new workforce housing development in designated areas through provision

of capital improvements and services, and proactively submit projects which support these principles to the annual Capital Improvement Plan process.

6. ANNUAL REPORTS: The Planning Department shall make an annual report to the City Council showing progress made in implementing this policy. This policy shall take effect upon passage by the City Council.

VII. PERFORMANCE MEASURES

The Housing Policy should be continuously evaluated for success and opportunities for improvement. This policy encourages the regular evaluation and reporting of progress through the following performance measures:

- Reduction in the affordability gap for rental and ownership units relative to income levels in the housing market area. Reduced applications for variances required to build workforce housing
- Increased density in new residential construction or applications for residential construction
- Reduced processing time for applications/permitting for new housing development

Adopted by the Portsmouth City Council on: **December 19, 2016.**

Ratified by the Portsmouth City Council on: January 16, 2018.

Ratified by the Portsmouth City Council on: January 8, 2020.

Kelli L. Barnaby, MMC/CNHMC
City Clerk

ATTACHMENT: MASTER PLAN STRATEGIES

The following housing strategies related to the theme of Diversity are identified in the Master Plan:

- 3.1.1 Develop regulations for accessory dwelling units that promote affordable housing for all income levels and protect neighborhood character.
- 3.1.2 Implement housing rehabilitation programs using CDBG and other funds to improve housing stock.
- 3.1.4 Identify locations and conditions under which live/work units can be safely and appropriately allowed.

- 3.2.1 Streamline the approval process for affordable housing in order to reduce development costs.
- 3.2.2 Promote the development of mixed-income multifamily housing in appropriate locations with incentive zoning provisions, such as reductions in parking requirements and increased maximum heights.
- 3.2.3 Support the activities of housing agencies in the development of affordable housing.
- 3.2.4 Provide incentives for low- to moderate-income first-time homebuyers to purchase homes in Portsmouth.
- 3.2.5 Encourage the creation of smaller housing units, such as micro-units.
- 3.2.6 Encourage businesses to establish employer-assisted housing programs.
- 3.2.7 Support mixed-use redevelopment of suitable Portsmouth Housing Authority properties for long-term viability.

CITY OF PORTSMOUTH
CITY COUNCIL POLICY No. 2017-01

COMPLETE STREET DEMONSTRATION PROJECT POLICY

WHEREAS, a core commitment of the City's Complete Street Policy is to incorporate Complete Street principles into the City's Master Plan, area plans, transportation plans, the Zoning Ordinance and Site Plan Review Regulations, standards and specifications documents, and other plans, manuals, rules, regulations and programs as appropriate.

WHEREAS, City staff have been working with the Parking & Traffic Safety Committee to develop a Neighborhood Traffic Calming Program that provides a process and guidance for considering and implementing a variety of traffic calming measures in response to neighborhood concerns and requests.

WHEREAS, the City Council recognizes that it will be beneficial to enable non-municipal groups and organizations, hereby known as Project Sponsors, to undertake demonstration projects in public rights-of-way;

NOW THEREFORE, the City Council adopts the following policy:

I. DEFINITIONS

Demonstration Project

A demonstration project is a short-term street or sidewalk design project that is designed in accordance with the City's Complete Street Policy and/or Walk and Bicycle Friendly Community Policies.

Project Sponsor

A project sponsor is the entity applying for permission to implement a demonstration project. A project sponsor may be an individual, group, or business entity that has the ability to satisfy the requirements included herein.

II. SITE REQUIREMENTS, CLEARANCE AND ACCESS

(1) Demonstration projects may only be located in the public right-of-way on roads under City jurisdiction.

(2) Project shall be located on a road with a speed limit that is 30 MPH or less.

(3) Projects shall be designed to minimize interference with access to and service of public utilities, utility covers, valves, building standpipes, fire hydrants, and other services and operations located within or accessed from the public right-of-way.

(4) Projects should not block or limit driveway access, unless the driveway owner specifically permits use of their driveway for the demonstration. Such permission must be illustrated by a letter of support.

(5) Demonstration Projects shall maintain or improve the existing level of accessibility to individuals with disabilities per the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

(6) Demonstration projects shall not be located in proximity to ongoing construction projects within the public right-of-way.

(7) No street or public right-of-way shall be blocked for project installation unless specifically allowed by the Portsmouth Department of Public Works (DPW).

III. FUNDING

(1) The Project Sponsor shall be responsible for all related project materials and elements. In some scenarios, the City of Portsmouth may provide funding or in-kind support to benefit the project, but financial support from the City is not guaranteed or required.

IV. COMMUNITY SUPPORT

(1) Demonstration projects must demonstrate community support from property owners/businesses in the impacted area adjacent to the project site. Support must be demonstrated through individual letters or petition.

(2) The Project Sponsor must provide individual letter(s) of support from any property owners/businesses whose property access will be impacted by the demonstration.

V. PERMITTING AND NOTIFICATION

(1) Initial Project Request: Project Sponsor shall submit initial project request at least 3 months from the desired implementation date. DPW will review the proposal and confirm compliance with applicable laws/regulations. DPW will also review to determine that the Demonstration Project will have minimal impact on access to and service of public utilities, utility covers, valves, building standpipes, fire hydrants, and other services and operations located within or accessed from the public right-of-way. Once receiving initial approval from the DPW, the Project Sponsor shall revise materials in response to DPW feedback and submit a demonstration project application.

(2) Project Application: The Project Sponsor shall submit a complete permit application to DPW a minimum of 2 months before desired implementation date. If DPW determines the application to be complete, the Public Works Director shall review the application and make a recommendation for approval or denial to the City Manager.

(3) Project Approval: Once receiving a recommendation, the City Manager may grant or deny the project permit or refer the application to the City Council. At any time during the project application and approval process, the project may be referred to the Parking & Traffic Safety Committee for input.

(4) Upon receiving permit approval, the Project Sponsor shall notify all households and businesses within 300' of the proposed project location at least 7 days before the planned installation date, via a flyer or letter.

(5) Any temporary changes to on-street parking will be subject to review and approval by the Department of Public Works Parking Division.

(6) The Project Sponsor shall post a project information sign at the project site for the duration of the project. The sign shall be reviewed and approved by DPW.

VI. STEWARDSHIP

(1) The Project Sponsor shall comply with all applicable traffic laws or other relevant city or state laws or ordinances. DPW will identify any concerns related to compliance with applicable laws and ordinances when reviewing the Project Sponsor's initial project request.

(2) The Project Sponsor shall designate a primary contact person who can be reached by the City 24/7 for the duration of the project in case of emergencies or unexpected issues/concerns. This person must be available for a site inspection once the project has been installed, and must be willing and able to troubleshoot should adjustments be necessary.

(3) The Project Sponsor is responsible for any property damage that occurs as a direct result of the demonstration project.

(4) The Project Sponsor is required to submit a certificate of insurance that meets city insurance requirements and that names the city as certificate holder as well as an additional insured for the duration of the event. In cases where the City is a co-sponsor of the proposed project, the City may waive the insurance requirement.

(5) The Project Sponsor shall remove all elements/features of the Demonstration Project and restore the project site to its original conditions by the end of the permit period. If the Project Sponsor fails to remove the project and its various elements within the agreed time frame, the City will do so at the expense of the Project Sponsor, and Partner may be considered ineligible to lead future Demonstration Projects. If an emergency situation requires the City to remove or damage parts of the project before the end of the permit period, the City will not be held liable for damages to the project elements.

(6) The Project Sponsor shall communicate with affected neighbors and attempt to resolve any concerns that may arise during the project's duration. The Project Sponsor shall notify DPW about any concerns raised during the project's duration.

(7) The Demonstration Project permit shall be revocable by the Public Works Director if the project no longer meets the intent of the approved Demonstration Project proposal.

(8) All Project Sponsors shall collect data and monitor use of the demonstration project using methods approved by DPW in advance of the project's implementation. A report, including a summary of the data collected, the raw data collected, and an evaluation of the effectiveness of the project, shall be provided to the DPW at the conclusion of the project.

This policy shall take effect upon the passage by the City Council.

Adopted by the Portsmouth City Council on: **May 1, 2017**.

Ratified by the Portsmouth City Council on: January 16, 2018.

Ratified by the Portsmouth City Council on: January 8, 2020.

CITY OF PORTSMOUTH
CITY COUNCIL POLICY No. 2018-01

RENEWABLE ENERGY POLICY

WHEREAS, the goals of the City of Portsmouth, as expressed in its 2025 Master Plan, include a strong desire for the City to be more proactive in reducing Greenhouse Gas Emissions and the development of a local energy policy to move towards a 'net zero' carbon emissions goal to help mitigate the impacts of climate change for future generations; and

WHEREAS, on June 19, 2017, the City Council voted unanimously to authorize the Mayor to sign a letter promoting the Paris Climate Agreement's goals calling for increasing efforts to cut Greenhouse Gas Emissions, create a clean energy economy, and stand for environmental justice; and

WHEREAS, the City Council supports this objective and with guidance from the Renewable Energy Committee supports actions and guidance to City Boards, Committees, and Departments to attain this goal;

NOW THEREFORE, the City Council adopts this Renewable Energy Policy to move Portsmouth towards becoming a 'Net Zero Energy' Community where, on a source energy basis, the actual energy consumed on an annual basis is less than or equal to locally generated renewable energy. The following levels are to be pursued concurrently by relying on improving energy efficiency, increasing renewable energy for electricity, and, over time, increasing renewable and clean energy for both heat and transportation:

Level I focuses on Municipal Government Operations achieving Net Zero Energy.

Level II focuses on the Portsmouth Community, including residences, business, and other non-municipal users such as the Pease Development Authority, achieving Net Zero Energy. Level II will also seek to examine low-income residents and environmental justice-related issues within the context of Portsmouth's Renewable Energy Policy.

Level III focuses first on all vehicles originating in and second on vehicles traveling through the City of Portsmouth achieving Net Zero Energy. Level III is distinct from Level II as an acknowledgement of the amount of time that may be required to accomplish this level.

This phased Renewable Energy Policy leaves the flexibility required to move Portsmouth towards becoming a Net Zero Energy Community through a combination of approaches, such as those suggested in the Renewable Energy Committee Final Report and Recommendations.

Adopted by the Portsmouth City Council on: **March 5, 2018**

Ratified by the Portsmouth City Council on: January 8, 2020

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

CITY OF PORTSMOUTH

CITY COUNCIL POLICY No. 2018-02

LICENSE FEE FOR ENCUMBRANCE OF CITY PROPERTY

Any party temporarily encumbering city property for purposes of construction beyond thirty working days shall apply to the City Council for a license and pay the following fees:

- A. Metered parking spaces consistent with the daily fees determined by the fee schedule.
- B. Any City land that includes unmetered parking spaces, travel ways, loading zones and sidewalks – \$0.05 per square foot per day
- C. Any other City land / right-of-way not included in the above categories shall be charged a flat fee of \$400 per each 400 square feet for the first 30 days. Each additional 30 day period the fee shall be \$200 per each 400 square feet. The aforementioned fee shall be in place until July 1, 2019 when the fee shall be listed on the City of Portsmouth's annual fee schedule.

The license fees set forth above will be doubled if the encumbrance period extends beyond its terms.

Any encumbrance that extends beyond thirty working days without an approved City Council license shall also be subject to the above fees.

The City Manager may waive the license fees for parking in unmetered spaces if the applicant can provide equivalent public parking in the immediate vicinity of the licensed area.

The Public Works Director shall administer the application of the License fees under this policy.

All applicable license fees shall be paid prior to the start of the term of the license. If the licensee ceases to encumber the property prior to the end of the term, the licensee may request a refund of any license fees for any unused days.

Any party that disputes the application of this policy to its request for a license may appeal to the City Manager.

Adopted by the Portsmouth City Council on: April 16, 2018

Amended by the Portsmouth City Council on: November 19, 2019

Ratified by the Portsmouth City Council on: January 8, 2020

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

USE OF CITY HALL CONFERENCE ROOMS

CITY COUNCIL POLICY: #03-2018

Except as noted below the City Hall Conference rooms are non-public-fora. The fundamental purpose of these rooms is to implement the work of the City of Portsmouth government and to the extent relevant, the governmental work of the State and the Federal Government.

Government related activities, committees or non-profit organizations which are affiliated with the City are permitted. Although these activities will typically be Portsmouth based, they may include regional or statewide groups if they have a tangible connection with municipal government.

City Council and City staff usage have priority – the City reserves the right to cancel use by outside groups if the City Council or staff have an unanticipated need for facilities.

No other use is permitted.

Conference Room A:

During regular daytime business hours, Conference Room A may be used by any Portsmouth cultural, civic, educational, or non-profit group or organization.

The use of this room shall be subject to the following time, place and manner restrictions:

- City departments have scheduling priority
- Reservations cannot be made more than 30 days in advance
- Users are limited to 8 reservations per year
- 8 a.m. to 9 p.m. Monday - Thursday, 8 a.m. to 1 p.m. Friday
- Audio-visual equipment will not be provided by the City
- No fees can be charged by the user unless the event is sponsored by the City
- Use of the room shall be free, but a deposit for custodial, maintenance or other City expenses, or as a security deposit, may be required
- Scheduling may be coordinated with the library, which also has available public conference rooms.

Custodial activities are limited to set up only; special requests for audio/visual equipment should be made well in advance of scheduled meetings. The availability of equipment is dependent on the needs of City Council and staff.

User is to contact the City Clerk's Office to determine availability of room and to reserve space. The user shall provide the City Clerk with the name and telephone number of a contact person.

Adopted by the Portsmouth City Council on: May 21, 2018

Ratified by the Portsmouth City Council on: January 8, 2020.

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

RESIDENCY OF MEMBERS OF THE PLANNING BOARD

CITY COUNCIL POLICY: #04-2018

All members of the Planning Board of the City of Portsmouth, whether characterized as Ex Officio, Alternate, Designated, Appointed or otherwise, shall be residents of the City of Portsmouth.

This policy shall take effect upon passage by the City Council.

Adopted by the Portsmouth City Council on: August 20, 2018

Ratified by the Portsmouth City Council on: January 8, 2020

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

CITY OF PORTSMOUTH
CITY COUNCIL POLICY No. 2019-01

DISTRIBUTION OF SINGLE USE DISPOSABLES POLICY

WHEREAS, the City Council voted unanimously to declare Portsmouth an Eco-Municipality in 2007 and signed a resolution which fully acknowledges Portsmouth's commitment and desire to become more sustainable; and

WHEREAS, the City Council recognizes that limiting the distribution of single-use disposables through source reduction is necessary to protect human health, to preserve the natural environment, and to conserve precious and dwindling natural resources through the proper and integrated management of solid waste;

NOW THEREFORE, the City Council adopts this Distribution of Single-Use Disposables Policy to encourage the following practices at City facilities, City-sponsored events, events on City property, and businesses on City property:

Carryout Bags: Customers will be charged a ten cent fee that will remain with the seller for every single-use recycled paper shopping bag they are issued that is greater than six inches across. Single-use plastic shopping bags are only allowed to be issued to transport prepared food and customers will be charged a ten cent fee that will remain with the seller for every single-use plastic shopping bag they are issued.

Disposable Cups: Customers will be charged a ten cent fee that will remain with the seller for every single-use cup they are issued when a thermos, mug, or reusable bottle could have been used instead. Any single-use cups that are issued will be compostable and the seller is responsible for providing a composting bin that will be emptied at a composting facility.

Disposable Containers: Any single-use containers that are issued will be compostable and the seller is responsible for providing a composting bin that will be emptied at a composting facility.

Disposable Straws: Straws are only to be distributed at the request of the customer. Any single-use straws that are issued will be compostable and the seller is responsible for providing a composting bin that will be emptied at a composting facility.

No customer participating in Special Supplement Nutrition Program for Women, Infants, and Children (WIC) or Supplemental Nutrition Assistance Program (SNAP) will be charged the fee for receiving any of the items listed above. Further, no soup kitchen or thrift store operating on City property will have to abide by the carryout bag, disposable cup, disposable container, or compostable straw requirements. Finally, nothing in this Policy prohibits customers from using their own bags, cups, containers, or straws if they are otherwise allowed to do so under the City's ordinances.

This Distribution of Single-Use Disposables Policy is intended to determine the best practices for implementing Chapter 3, Article IX: Distribution of Single-Use Disposables on City Property.

Adopted by the Portsmouth City Council on: October 7, 2019

Ratified by Portsmouth City Council on: January 8, 2020

Kelli L. Barnaby, MMC, CNHMC
City Clerk

City Council Committee Assignments 2022-2023

Audit Committee

Councilor John Tabor

Councilor Kate Cook

African Burying Ground Stewardship Blue Ribbon Committee

Assistant Mayor JoAnna “Jo” Kelley

Chamber of Commerce

Councilor Andrew Bagley

Economic Development Commission

Assistant Mayor JoAnna “Jo” Kelley

Councilor Vincent Lombardi

Fee Schedule Study Committee

Councilor John Tabor

Councilor Josh Denton

Historic District Commission

Councilor Rich Blalock

Legislative Subcommittee

Assistant Mayor JoAnna “Jo” Kelley

Councilor John Tabor

Councilor Kate Cook

Neighborhood Steering Committee

Councilor John Tabor

Parking and Traffic Safety Committee

Councilor Andrew Bagley

Pease Development Authority

Councilor Vincent Lombardi

Peirce Island Committee

Councilor Vincent Lombardi

Planning Board

Councilor Beth Moreau

Prescott Park Master Plan Implementation Committee

Assistant Mayor JoAnna “Jo” Kelley

Recreation Board

Councilor Rich Blalock

Rockingham Planning Commission

Councilor Beth Moreau

Sister City Blue Ribbon Committee

Assistant Mayor JoAnna “Jo” Kelley

Sustainable Practices Blue Ribbon Committee

Councilor Josh Denton

Councilor Kate Cook

Vaughan Mall Blue Ribbon Committee

Councilor Andrew Bagley

Veterans Organization

Councilor Josh Denton

Mayor’s Blue Ribbon Energy Advisory Committee

Councilor John Tabor

Councilor Kate Cook

Portsmouth Arts & Non-Profit

Councilor Kate Cook

Safe Water Advisory Group Committee

Councilor Rich Blalock

Councilor Vincent Lombardi

Public Access Financial Advisory Committee

Councilor Vincent Lombardi

Skateboard Park Blue Ribbon Committee

Councilor Rich Blalock

PORTSMOUTH ENERGY ADVISORY COMMITTEE REPORT 12-14-2021

INTRODUCTION:

The Portsmouth Energy Advisory Committee was established by the Portsmouth City Council on August 23, 2021 and consists of the following membership: Councilor John Tabor Committee Chair, Councilor Cliff Lazenby, Ben D'Antonio, Tom Rooney, Rebecca Raum O'Brien, Representative Peter Somssich, Allison Tanner, and Kevin Charette with staff support from Karen Conard, Peter Rice and Peter Britz. More information about the Committee can be found here: <https://www.cityofportsmouth.com/citycouncil/mayors-blue-ribbon-portsmouth-energy-advisory-committee>

BACKGROUND:

The Portsmouth Energy Advisory Committee was tasked with; 1. Reviewing the risks and opportunities of a Community Power Program for the City of Portsmouth and, 2. Considering whether to join the Community Power Coalition of NH. According to state statute (RSA 53-E) Cities and towns are allowed to aggregate consumer (i.e., residents and businesses) energy demand and purchase electricity in bulk. Through a series of presentations and meetings the Committee educated itself on the different models for Community Power. In particular the Committee looked at the broker model and the portfolio manager model. In order to better understand these two models, through a series of presentations and question and answer sessions, the Committee came to an understanding of the Community Power opportunities that are, or soon will be, available for the City of Portsmouth.

After this initial education process the Committee has had an opportunity to reflect on some of the challenges, benefits and opportunities that come with the pursuit of Community Power. This report is intended to reflect the Committee's consensus and provide an approach for a path forward to Community Power in Portsmouth. Aggregation does not mean that the distribution function of the local utility will change. Furthermore, Portsmouth consumers will have the option to opt out of Community Power.

FINDINGS:

1. The Committee recommends further pursuit of Community Power for Portsmouth. The Committee determined that Community Power:
 - Is an effective way to decarbonize electricity consumption as a community.
 - Empowers consumers and provides the opportunity to reduce greenhouse gases.
 - Has strong likelihood of lowering costs for green power compared with the status quo.
 - Can also include lower cost supply options comparable to default service.
 - Provides the community greater flexibility in managing their own energy needs.

Of the two paths PEAC studied, the best information about the broker model was provided by an approach taken by the City of Keene with Standard Power, an energy aggregator. Looking at the broker model, PEAC found:

Positives – Broker Model

- The broker model is proven in MA, relatively simple to set up, and could provide a menu of “lowest cost, most green power for the same money, 50% green power and 100% green power” (*City of Keene choices*). This could be done through use of Renewable Energy Certificates (RECs).
- Offers community a certain “vetted” broker it can support.

Challenges – Broker Model

- The broker model uses fixed contracts that tend to price in risk at a premium, and by contracting as a single entity, or “going it alone”, Portsmouth has less buying clout.
- The broker model provides no or little political advocacy for Community Power.
- The broker model does not provide a clear path to local renewables.

Looking at the portfolio manager model, the Committee researched the emerging efforts of the Community Power Coalition of New Hampshire (CPCNH). This is currently a coalition of fourteen (14) communities that are working together to create a viable aggregation approach for communities across the State that want to join. The Committee found:

Positives – Portfolio Manager Model

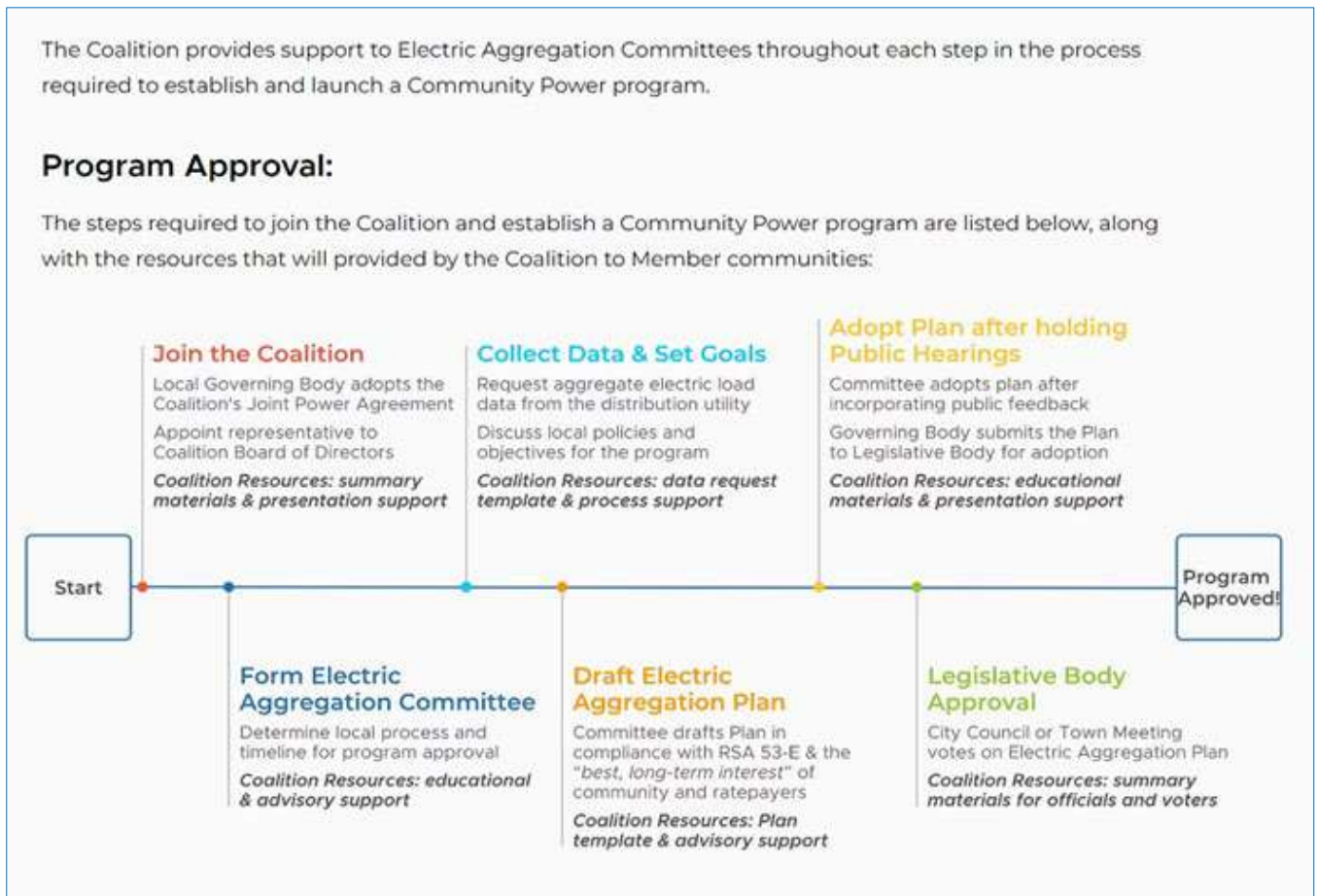
- By joining CPCNH communities can share costs.
- CPCNH communities will have combined buying power of at least \$51million in annual electricity sales and this will likely increase as the CPCNH grows.
- Strong political advocacy would be formed through CPCNH to continue reforming power markets in New Hampshire.
- Beyond just Community Power, political advocacy could also support other efforts (i.e., efficiency and renewables).
- Portsmouth would benefit from the shared learning as energy markets transition away from the default service approach and fossil fuel-based generation sources.
- CPCNH will have the ability to directly purchase renewable energy which will create/expand the market for wind, solar, and hydro in NH.
- There is no risk or cost to join CPCNH and Portsmouth will immediately get a seat at the table by signing the Joint Powers Agreement allowing a “wait and see” approach on aggregating and purchasing supply.
- Joining sooner than later supports clean energy around the State and indicates the City’s alignment with clean energy advancement.

Challenges – Portfolio Manager Model

- Takes more work – we must be involved in the formation, startup, and ongoing administration which may involve city staff time.
- Portfolio energy management provides more diverse suppliers and is more efficient, but it is a complicated undertaking.

- Cost reductions as compared to default service are likely but uncertain.
- CPCNH still working out details of a complex implementation plan, targeting a June 2022 startup.

2. The Committee recommends joining CPCNH in early 2022. The flowchart below illustrates a path for the next PEAC to work with the City Council and community to do so. This offers a low-risk path to pursue Community Power while rigorously defining and reviewing how we do so in a way that fits best for Portsmouth.



NEXT STEPS:

- The Committee believes that the next City Council should renew the PEAC.
- The Committee recommends the next PEAC engage with the City Council to begin steps to join CPCNH.
- Strong community involvement and understanding is critical to the success of this Community Power program. The Committee recommends pursuing a robust education and public engagement strategy. This effort would include public meetings, direct mail, multimedia outreach and surveys.
- Moving forward the next PEAC should work with the City Council and community to develop an operational plan for pursuit of Community Power.

CITY OF PORTSMOUTH
CITY COUNCIL POLICY No. 2022-XX

RELIGIOUS HOLIDAY POLICY

WHEREAS, the City of Portsmouth takes pride being the “City of the Open Door” welcoming people of all genders, races, and religions; and

WHEREAS, the City of Portsmouth currently does not hold any meetings on the federal holidays of New Year’s Day, Martin Luther King Jr Day, President’s Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day (also observed as Indigenous Peoples’ Day), Veterans’ Day, Thanksgiving, and Christmas Day;

NOW THEREFORE, the City Council adopts this Religious Holiday Policy to discourage the City of Portsmouth from holding any meetings on commonly accepted religious holidays, such as Rosh Hashanah and Yom Kippur, where the tenets of a resident’s religion prohibits attending meetings on such days and require their attendance at religious services.

Adopted by the Portsmouth City Council on: _____.

Kelli L. Barnaby, MMC/CNHMC
City Clerk



CITY OF PORTSMOUTH

City Hall, One Junkins Avenue
Portsmouth, New Hampshire 03801
kconard@cityofportsmouth.com
(603) 610-7201

Karen S. Conard
City Manager

Date: January 20, 2022

To: Honorable Mayor Deaglan McEachern and City Council Members

From: Karen S. Conard, City Manager *KSC*

Re: City Manager's Comments on City Council Agenda of January 24, 2022

XI. Public Hearings and Votes on Ordinances and/or Resolutions:

A. **First Reading of Ordinance Amending Chapter 3, Article XI – Face Coverings During the COVID-19 Pandemic:**

Attached please find a [proposed ordinance](#) regarding Chapter 3, Article XI – Face Coverings During the COVID-19 Pandemic. A [copy of the previous ordinance](#) is included for your information.

XIV. Approval of Grants/Donations:

A. **Approval of Grant for Police Department - \$418,549:**

The Police Department received a grant award from the U.S. Department of Justice in the amount of \$418,549 for the NH Internet Crimes Against Children Task Force.

I recommend that the City Council move to approve and accept the grant for the Police Department from the U.S Department of Justice as presented.

B. **Approval of Various Donations for Police Department:**

The Police Department received various donations. They are outlined below:

- the Seidl Family - \$300
- the Rollins Family - \$10 Dunkin Donuts gift card
- Two anonymous citizens – five \$10 Starbucks gift cards, five \$10 Dunkin Donuts gift cards, and six \$25 Kaffee Vonsolln gift cards

I recommend that the City Council move to approve and accept the donations for the Police Department as presented.

C. Approval of Various Donations to Portsmouth 400th:

The City received various donations to the Portsmouth 400th. They are outlined below:

- Robert Barefield - \$1
- Denise A. Poulos - \$1,000

I recommend that the City Council move to approve and accept the donations as presented.

D. Approval of Donation to the Fire Department - \$2,500:

The Fire Department received a donation from Paul Gormley and Kimi Iguchi in the amount of \$2,500.

I recommend that the City Council move to approve and accept the donation for the Fire Department as presented.

XV. City Manager's Items which Require Action:

1. Ratification of Release of Trust Funds for Community Campus Acquisition:

Attached please find a [memorandum from Attorney Sullivan regarding Trust Funds for the Community Campus Acquisition](#).

I recommend that the City Council move that the City Council action of December 20, 2021 authorizing the release of certain funds from the Peirce Estate Recreation and Environmental Trust and Daniel Street Trust is hereby ratified; and further move that the City Council specifically authorizes that the sum of \$627,496.53 be expended from the Peirce Estate Recreational and Environmental Trust pursuant to Article 3 of that Trust, and that the sum of \$25,542.95 be expended from the 135-143 Daniel Street Charitable Trust pursuant to Article 3 (B) of that Trust for the acquisition of certain real estate from the Foundation for Seacoast Health as approved by [letter dated November 23, 2021 addressed to the City Attorney by Thomas Donovan, Director of Charitable Trusts, Office of the Attorney General](#).

2. License Extension for 60 Penhallow Street:

McNabb Properties has requested an extension of an existing license agreement to facilitate ongoing construction work at 60 Penhallow Street (the Brick Market project). Please find [attached a letter from Lynn Kramer](#) with updated construction schedule. If granted, this would be the third (and hopefully final) extension. Background on this project and the history of licenses granted is described in a [Memorandum from Assistant Staff Attorney Jane Ferrini](#).

In response to ongoing concerns from some abutters about the project impacts, City staff from multiple departments met recently with Lynn Kramer, Project Manager, to discuss the license extension request and identify what further actions might be taken to mitigate some of the offsite impacts. City staff included the Director of Public Works, the Chief Building Inspector, the Parking General Foreman and representatives from the Legal and Planning Departments.

As a result of that meeting, several upcoming coordination issues were identified and resolved. There will, for example, be close coordination between the Department of Public Works, local utilities and the contractors this winter and spring as utilities will be placed underground in Daniel Street to both bring power to the Brick Market building and to improve resiliency and aesthetics in the area. Issues related to noise were also discussed and some potential solutions were identified.

With regard to the [proposed license document](#) that is the subject of action tonight, that document now reflects the different phases of work that will occur over the winter and spring. The proposed license extension document includes: a request to close 1,740 square feet of sidewalk along Daniel and Penhallow and the use of three (3) parking spaces on Penhallow from February 1, 2022 through July 3, 2022. The license extension request also includes the use of three (3) parking spaces along Daniel Street from April 1, 2022 through July 3, 2022. Note that the license term for use of all parking spaces is for weekday use only. These parking spaces will be available for the public to park from 2:00 p.m. on Friday through Sunday evening. The License Fee for the closure of 1,740 square feet of sidewalk along Penhallow and Daniel is \$13,311 (1,740 sq. ft X \$0.05 = \$87 x 153 days). The License Fee for the three (3) parking spaces on Penhallow Street is \$16,350 (\$50 per space x 3 = \$150 x 109 days). The License Fee for the three (3) parking spaces on Daniel Street is \$9,900. (\$50 per space x 3 = \$150 x 66 days). The total License Fee is \$39,561.

The property developer already provides weekly communication to abutters by e-mail regarding upcoming construction activity. The City has requested not only that these communications continue, but that more attention be given to timeliness and completeness of those communications.

The Legal and Planning Department have reviewed and approved the form of license. Suzanne Woodland, the Acting Deputy City Manager/Deputy City Attorney will be available at this evening's meeting, along with other members of staff to address any questions and concerns. A representative of the owner/developer will also be present.

I recommend authorization to finalize and execute the temporary construction license for the term of February 1, 2022 to July 3, 2022 as proposed.

3. **Expansion of West End Economic Revitalization Zone:**

The purpose of this memo is to provide an overview of the City's Economic Revitalization Zone (ERZ) program and request City Council approval of an application to the NH Business and Economic Affairs (BEA) Office to expand the existing West End ERZ.

Overview of Economic Revitalization Zones (ERZ) Incentive Tool

The ERZ designation is an economic development tool allowed by state statute (RSA 162-N) that creates incentive for companies to expand or relocate to an eligible area in the state and create jobs. An Economic Revitalization Zone is "an area with a single continuous boundary, designated in accordance with RSA 162-N:8, and having at least one of the following characteristics:

- Unused or underutilized industrial parks; or
- Vacant land or structures previously used for industrial, commercial, or retail purposes but currently not so used due to demolition, relocation of the former occupant’s operations, age, obsolescence, deterioration, brownfields, or cessation of operation resulting from unfavorable economic conditions either generally or in a specific economic sector.”

State approval of Economic Revitalization Zones qualifies businesses expanding or relocating in these zones for tax credits outlined in RSA 162-N:8. Under the provisions of this statute, businesses in an approved ERZ may be eligible for tax credits to be used against Business Profit Tax and Business Enterprise Tax up to a maximum of \$40,000 annually for a five year period. ERZ areas are reevaluated by the state every five years for eligibility.

Projects in an approved zone must create new full-time jobs and expand the economic base, and can include the creation of new facilities, the rehabilitation of existing structures, or the investment in equipment and machinery. The credit is based on a percent of the salary for each new full time job created and the lesser of: either a percent of the actual cost incurred for the project or a maximum credit for each new job created in the fiscal year.

Portsmouth Economic Revitalization Zones (ERZ)

The City of Portsmouth currently has five active ERZs that have been approved by the state of New Hampshire following successful application by the City for an eligible ERZ. The five active zones are shown on the [City’s website](#) and include:

- Pease Tradeport ERZ (approved 10/09)
- Portsmouth Business Park ERZ a/k/a Commerce Way (approved 7/10)
- Heritage-Constitution Industrial Park ERZ (approved 10/09)
- Downtown Central Business District (CBD) ERZ (approved 5/18)
- West End ERZ (approved 5/18)

Request to Expand the West End ERZ

The West End ERZ is one of the most recently established in ERZs in the City, and was approved by the state in May 2018. Recently, the City received a request to expand the West End ERZ by commercial entities that are expanding into the West End Yards project and that wish to apply for the tax credit afforded in the legislation. In order to seek approval for a new ERZ, the City completes and sends an ERZ application which is reviewed and approved by the City’s Economic Development Commission (EDC) before sending it to the state for ultimate approval. For expansion of a zone, the EDC reviews and approves the expansion and the City sends a letter outlining the request and mapping the proposed new boundaries of the expanded zone.

When the request to expand the West End ERZ was discussed by the EDC, the Commission suggested not only including the West End Yards area along Cate Street, but also the area inclusive of the property that abuts West End Yards and the rail line opposite Plaza 800 ([see attached map](#)). The EDC unanimously approved the proposed West End expansion in late 2021 and recommended that the expansion be brought before the City Council for approval as a means to raise public awareness of the program and the benefits of this economic development tool to businesses.

I recommend that the City Council move to approve the proposed expansion of the West End ERZ and send a letter requesting the expansion to the NH Business and Economic Affairs Office.

4. **Approval of Proposed Redistricting Map:**

[Attached please find a memorandum](#) from City Clerk Barnaby, MMC/CNHMC, regarding proposed redistricting, along with a [map of the proposed ward adjustments](#).

I recommend that the City Council move to authorize the City Manager to submit the small adjustment to ward lines for Ward 2 and Ward 5 on behalf of the City Council to the Legislature requesting a session law change to act upon the reflected new boundaries.

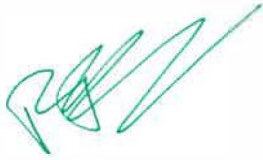
**CITY OF PORTSMOUTH
LEGAL DEPARTMENT
MEMORANDUM**

DATE: January 19, 2022

TO: KAREN S. CONARD, CITY MANAGER

FROM: ROBERT P. SULLIVAN, CITY ATTORNEY

RE: AGENDA ITEM – RATIFICATION OF RELEASE OF TRUST FUNDS FOR COMMUNITY CAMPUS ACQUISITION



In seeking funding for Community Campus acquisition, by memorandum dated January 10, 2022, your office certified to the Trustees of Trust Funds that the Trust requirements of the captioned trusts, "have been satisfied and the requested funds should be disbursed by such method as directed by the Finance Director, Judie Belanger." That memorandum contained numerous attachments which outlined a City Council vote on December 20, 2021 to expend from "various revenue sources" necessary funds to acquire the Community Campus property from the Foundation for Seacoast Health. In the agenda packet for that December 20th meeting was a list of the various revenue sources. It specifically listed \$627,496.53 (as of 6/30/21) from the Peirce Estate Recreational and Environmental Trust and \$25,542.95 (as of 6/30/21) from the Daniel Street Trust. The Council vote to expend those funds was 9-0 in favor.

Notwithstanding the foregoing, when the request to release the funds reached the Trustees of Trust Funds on January 11, 2022, the Trustees responded to public comment by requesting further clarification on the authorization to expend the funds. After discussion with Trustee Chair Thomas Watson, it seems that the Trustees will be satisfied if the City Council were to pass a motion which ratified the Council vote of December 20, 2021 and also contained express language authorizing the disbursement of the requested funds. Accordingly, such a motion is proposed below. If it could be made and passed by the City Council at its meeting on January 24, 2022, I believe the Trustees would finally release the requested funds.

MOVED: Moved that the City Council action of December 20, 2021 authorizing the release of certain funds from the Peirce Estate Recreation and Environmental Trust and the Daniel Street Trust is hereby ratified; and

Further Moved: That the City Council specifically authorizes that the sum of \$627,496.53 be expended from the Peirce Estate Recreational and Environmental Trust pursuant to Article 3 of that Trust and the sum of \$25,542.95 be expended from the 135-143 Daniel Street Charitable Trust pursuant to Article 3 (B) of that Trust for the acquisition of certain real estate from the Foundation for Seacoast Health as approved by letter dated November 23, 2021 addressed to the City Attorney by Thomas Donovan, Director of Charitable Trusts, Office of the Attorney General.

A copy of the letter of Attorney Donovan referenced above is attached.

Attachment

cc: Trustees of Trust Funds
Suzanne M. Woodland, Acting Deputy City Manager
Judie Belanger, Finance Director

**ATTORNEY GENERAL
DEPARTMENT OF JUSTICE**

CM Action Item #1

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

JOHN M. FORMELLA
ATTORNEY GENERAL



JANE E. YOUNG
DEPUTY ATTORNEY GENERAL

November 23, 2021

Robert P. Sullivan, Esquire
City Attorney
Portsmouth Legal Department
One Junkins Avenue
Portsmouth, NH 03801

Re: Acquisition of Community Campus and Use of Trust Funds

Dear Bob:

This is a belated response to your letter of October 29, 2021. I indeed have been aware for some time of the Foundation for Seacoast Health's plan to sell its Community Campus property to the City of Portsmouth.

You ask whether the City may use funds from the 135-143 Daniel Street Charitable Trust and the Peirce Estate Recreational and Environmental Charitable Trust toward the purchase price of the property. Let me address each Trust separately.

The Daniel Street Trust funds, both income and principal, may be used to "acquire, develop or improve a public facility and its associated programs for recreational, educational and other civic purposes..." The Community Campus would seem to be such a facility with associated programs.

The Peirce Trust funds, both income and principal, "may be expended for the acquisition of property or the furtherance of projects for the benefit of public recreation for the protection or enhancement of the natural environment, and for no other purpose." The outdoor recreation and natural environment portions of the Community Campus would seem to be such a property and projects.

Accordingly, we have no objection to the use of Daniel Street Trust funds, both principal and income, toward the acquisition of the property. We have no objection to the use of the Peirce Trust funds, both principal and income, toward the acquisition of that portion of the property that features outdoor recreation and/or enhancement of the natural environment.

Robert P. Sullivan, Esquire
November 23, 2021
Page 2

Feel free to contact me should you have further questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'TJD', with a large, stylized flourish extending to the right.

Thomas J. Donovan
Director of Charitable Trusts
(603) 271-3591
thomas.j.donovan@doj.nh.gov

TJD/tjd

January 13, 2022

City Of Portsmouth
c/o City of Portsmouth Planning Department
Attention: Honorable Mayor McEachern
City of Portsmouth City Council
Portsmouth, NH 03801

Re: License Agreement 60 Penhallow Street
ENCM-20-21 Extension of License Agreement

Dear Honorable Mayor McEachern & City Council Members:

We hereby request an extension of the license agreement executed on July 20, 2020. This agreement was extended on February 22, 2021 and August 2, 2021 allowing McNabb Properties to utilize 1,740 square feet of sidewalk that abuts the Subject Property along Daniel Street and Penhallow Street, previously referred to as License Area 1 in the former agreement (less parking spaces). We are also requesting to include three (3) parking spaces along Penhallow for Phases 1, 2, and 3 along with three (3) additional parking spaces on Daniel Street for Phases 2 and 3, as part of this license agreement extension. This extension request is for a period of 5 months, ending on July 3, 2022.

As per conversations with City Council, we have defined the upcoming 5 months into three phases. Phase 1 reflects the work scheduled in February and March of 2022; Phase 2 reflects the work scheduled for April and May 2022; and Phase 3 reflects the work scheduled for June 2022. An updated project schedule has been included with this license extension request, with the Phasing work outlined. Please note, while McNabb Properties is requesting parking on Penhallow St. and Daniel St. during specific phases of construction, this parking will be for Monday thru Friday only. McNabb Properties will not be "enclosing" these parking spaces which will allow them to become "open" for neighborhood use at the end of each work day. McNabb also agrees to "open" the committed parking spaces on Fridays no later than 2:00 pm, to allow for weekend use of these spaces.

Should you have any questions concerning this above request, please do not hesitate to call.

Respectfully,

Lynn Kramer
Executive Vice President
McNabb Properties Ltd

Cc: File

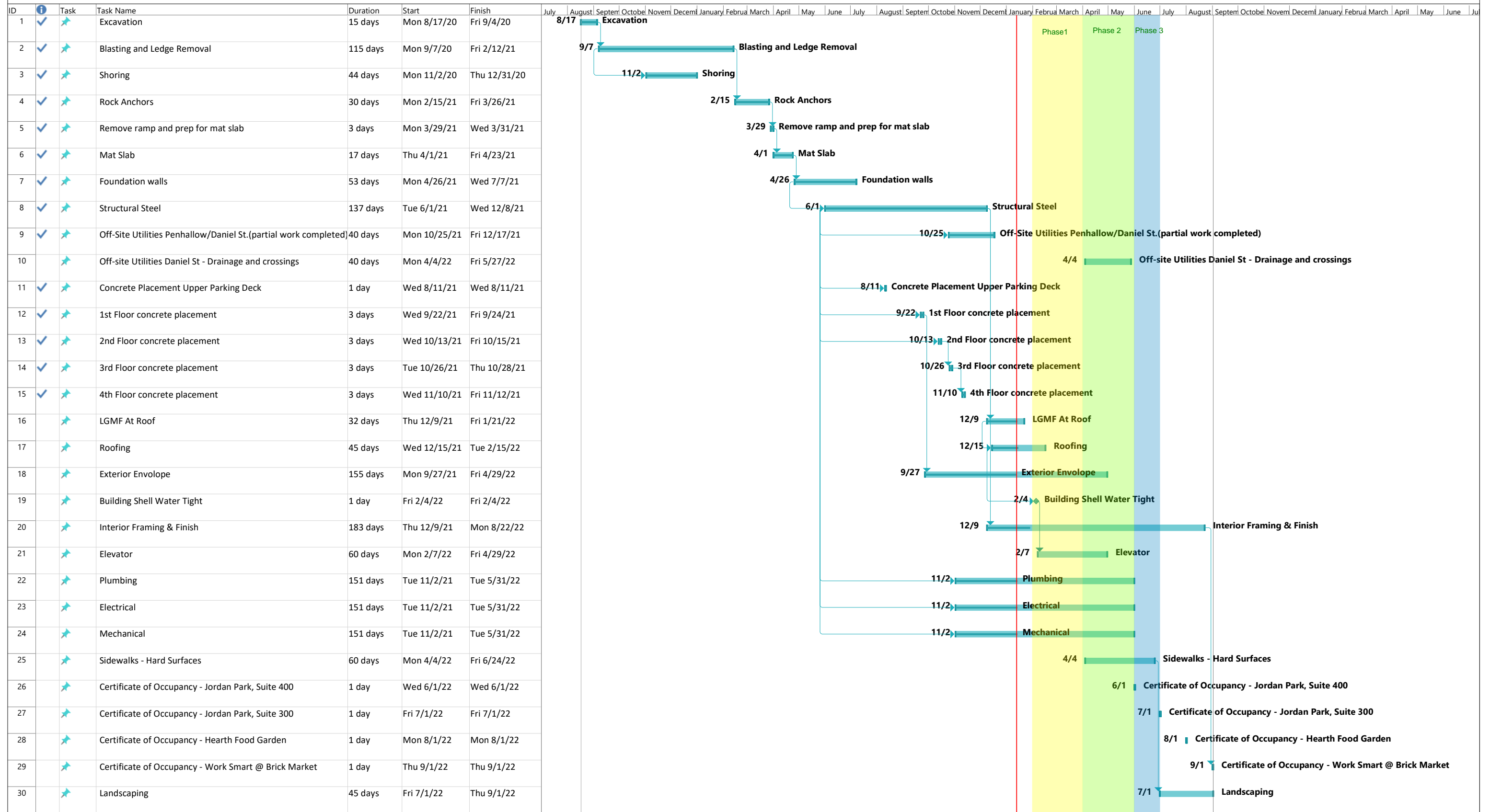
3 Pleasant Street | Suite 400
Portsmouth, NH 03801

603.427.0725

lynn@mcnabbgroup.com
mcnabbgroup.com

McNabb Properties Ltd.

60 Penhallow St.
Milestone Schedule



Project: Milestone schedule 01-
Date: Thu 1/13/22

Task		Summary		Inactive Milestone		Manual Task		Manual Summary Rollup		Manual Summary		Manual Progress	
Split		Project Summary		Inactive Summary		Manual Task		Manual Summary Rollup		Manual Summary		Manual Progress	
Milestone		Inactive Task		Inactive Summary		Manual Task		Manual Summary Rollup		Manual Summary		Manual Progress	

CITY OF PORTSMOUTH**LEGAL DEPARTMENT****MEMORANDUM**

DATE: January 19, 2022

TO: KAREN CONARD, CITY MANAGER

FROM: JANE FERRINI, ASSISTANT CITY ATTORNEY JF

RE: 60 PENHALLOW ST (BRICK MARKET) TEMPORARY
CONSTRUCTION LICENSE EXTENSION

On January 16, 2020, the Planning Board granted site plan review approval for an application from Dagny Taggart, LLC for property located at 60 Penhallow Street for the second part of the proposed Brick Market development to construct a new 4-story commercial building.

The Construction Mitigation and Management Plan (CMMP), signed in April 2020, identified temporary encumbrances of the public right-of-way on Penhallow Street and Daniel Street for project-related work during the project's construction. Encumbrances for a duration longer than 30 consecutive working days require a license approved by the City Council. In addition, the licenses associated with this project are subject to the "License Fee for Encumbrance of City Property" policy.

The City Council has approved several temporary construction licenses associated with this construction project:

- Partial Road Closure License. Term March 1, 2021- April 20, 2021. License for partial road closure of Penhallow Street and for use of ten (10) parking spaces on Penhallow. Section of Penhallow between Custom House Lane and State Street was converted to two-way traffic. The license included a separate agreement between Dagny Taggart and abutting restaurant owners regarding a redesign of outdoor dining footprints.
- Sidewalk and Parking Spaces License for Penhallow and Daniel Street. Term August 1, 2020 –January 31, 2021. License to use 1,740 square feet of City sidewalks along Penhallow Street and Daniel Street that abut the site, as well as use of three (3) parking spaces on Daniel Street and four (4) parking spaces on Penhallow.

First Extension. Term February 1, 2021-July 31, 2021. License to use 1,740 square feet of sidewalks along Penhallow and Daniel and use of three (3)

parking spaces along Daniel. Also included use of four (4) four parking spaces along Penhallow from February 1, 2021- February 28, 2021.

Second Extension. Term August 1, 2021-January 31, 2022. License to use 1,740 square feet of sidewalk along Penhallow and Daniel Street. License also included the use of three (3) parking spaces along Daniel Street from August 1, 2021-August 6, 2021.

The present license is Dagny Taggart's request for a Third Extension.

The license is a request to close the 1,740 square feet of sidewalk along Daniel and Penhallow and the use of three (3) parking spaces on Penhallow from February 1, 2022 through July 3, 2022. The license extension request also includes the use of three (3) parking spaces along Daniel Street from April 1, 2022 through July 3, 2022. Note that the license term for use of all parking spaces is for weekday use only. These parking spaces will be available for the public to park from 2pm on Friday through Sunday evening.

The License Fee for the closure of 1,740 square feet of sidewalk along Penhallow and Daniel is **\$13,311** (1,700 sq. ft X \$0.05 = \$87 x 153 days). The License Fee for the three (3) parking spaces on Penhallow Street is **\$16,350** (\$50 per space x 3 = \$150 x 109 days). The License Fee for the three (3) parking spaces on Daniel Street is **\$9,900**. (\$50 per space x 3 = \$150 x 66 days). The total License Fee is **\$39,561**.

Due to the location of the site and scope of construction activity, Owner is required to request Flagging Permits outside the scope of this license to close Penhallow for deliveries of construction materials. Owner is required to communicate weekly with abutters regarding upcoming construction activity and to advise abutters in advance of its request for Flagging Permits. The City's Inspection Department is working with the Owner and neighbors to address noise issues generally and to work with Owners to limit hours of deliveries to the hours of construction permitted by the CMMP.

The Legal and Planning Department have reviewed and approved the form of the attached License.

Recommendations

- 1) If the Council agrees to grant the request to extend the temporary construction license for the sidewalks immediately abutting the property on Daniel Street and Penhallow Street, the three (3) parking spaces on Penhallow and the three (3) parking spaces on Daniel Street, an appropriate motion would be:

Move that the City Manager be authorized to execute and accept the temporary construction license for the term of February 1, 2022 to July 3, 2022 for use of the sidewalks on Daniel Street and Penhallow Street that immediately abut 60 Penhallow, three (3) parking spaces for weekday use only on Penhallow for the same term and for three (3) parking spaces for weekday use only on Daniel Street from April 1, 2022 through July 3, 2022 as requested.

cc: Beverly Zendt, Planning Director

LICENSE AGREEMENT
DAGNY TAGGART, LLC

The City of Portsmouth (hereinafter "City"), a municipal corporation with a principal place of business of 1 Junkins Avenue, Portsmouth, New Hampshire 03801, for good and valuable consideration as set forth herein, hereby grants this Revocable License to Dagny Taggart, LLC (hereinafter "Licensee" or "Owner") with a principal place of business at 30 Penhallow Street, Portsmouth, NH, pursuant to the following terms and conditions:

1. **Areas of License and Use:** The Owner owns the land, with buildings and other improvements thereon, in the City of Portsmouth, Rockingham County, State of New Hampshire, located at 60 Penhallow Street, shown on the City of Portsmouth's Assessor's Map as Tax Map 0107-0027-000 ("Subject Property"). For the Owner's title to the Subject Property, see Rockingham County Registry of Deeds at Book 5990 Page 1703.

License Area 1: The City authorizes Licensee to temporarily use 1,740 square feet of sidewalk that abuts the Subject Property along Daniel and Penhallow Street more particularly described in the attached Exhibit A.

License Area 2: The City authorizes Licensee to temporarily use three (3) parking spaces located on Penhallow Street which abut the Subject Property more particularly described in the attached Exhibit A.

License Area 3: The City authorizes Licensee to temporarily use three (3) parking spaces located on Daniel Street which abut the Subject Property more particularly described in the attached Exhibit A.

2. **Use:** Licensee shall make use of the License Area for the purpose of facilitating the Licensee's construction of a four story building.

3. **Term:**

License Area 1: The license for License Area 1 shall be for 184 consecutive days beginning February 1, 2022 and ending July 3, 2022.

License Area 2: The license for License Area 2 shall be for 109 days (weekdays only, excluding Friday after 2:00p.m.) beginning February 1, 2022 and ending July 3, 2022.

License Area 3: The license for License Area 3 shall be for 66 days (weekdays only, excluding Friday after 2:00 p.m.) beginning April 1, 2022 and ending July 3, 2022.

Licensee may terminate this License prior to the end of the term by returning License Area to safe and effective use by the public prior to the expiration of the term of this License. The Licensee shall contact the Director of Public Works for a determination that the License Area has been temporarily returned to safe and effective use. Failure to remove all vehicles, barriers, materials and equipment and to return the License Area to the City in the manner prescribed under this License at the end of the term may result in enforcement action by the City.

4. **Notice:** Licensee shall provide notice to the City's Director of Public Works when Licensee assumes control and use of the License Area and again when it returns the License Area to the City's control and use.
5. **License Fees:** The Owner shall pay to the City license fees in accordance with City Council Policy No. 2018-02 entitled "License Fee for Encumbrance of City Property". The License Fee Policy provides that the Owner will be charged a daily fee of \$0.05 per square foot of encumbered sidewalk and \$50 per day per encumbered parking space.

License Area 1: The License Area includes 1,740 square feet of sidewalks that abut the Subject Property along Daniel and Penhallow Street. The fee of \$0.05 per 1,740 square feet per day is \$87. The total fee for 153 days is **\$13,311**.

License Area 2: The License Area includes three (3) parking spaces along Penhallow Street that abut the Subject Property. The fee of \$50 per parking space per day x 3 parking spaces = \$150 per day x 109 days is **\$16,350**.

License Area 3: The License Area includes three (3) parking spaces along Daniel Street that abut the Subject Property. The fee of \$50 per parking space per day x 3 parking spaces = \$150 per day x 66 days is **\$9,900**.

The total License Fees for License Areas 1, 2 and 3 in the amount of **\$39,561** shall be paid in full to the City in advance of the commencement of the term of this Agreement.

Because it is in the City's interest that the Licensed Areas be returned to the public use as soon as possible, if the License Area is returned to the

City prior to the end of the License Term, the City will refund the Owner the portion of the License Fee paid but not used by the Owner.

6. **Indemnification:** Licensee agrees to indemnify and hold harmless the City of Portsmouth for any and all property damage, bodily injury or personal injury which arises as a result of its utilization of the Licensed Areas. This obligation survives termination or revocation of this Agreement.
7. **Insurance:** At all times the Licensee shall maintain insurance for bodily injury and property damage in the amount of at least \$1,000,000 per occurrence. Licensee will provide proof of insurance to the City during the term of this Agreement and the City will be named as an additional insured.
8. **Maintenance of Area:** During the term of this Agreement, Licensee shall maintain the License Area in a safe, neat and orderly fashion and shall take such actions as are necessary to protect the public safety. The Licensee shall secure the perimeter of the License Area and take such other measures as may be necessary for pedestrian and vehicular safety during use of the Licensed Areas.

Owner is required to apply for separate Flagging Permits that are outside the scope of this License when closing roads that abut the Subject Property and shall advise abutters of all Flagging Permit applications in advance. Owner is also required to provide weekly updates to abutters regarding construction activity for the following week until the project is complete.

9. **Damage:** Licensee agrees to remedy any damage to the License Area caused by the Licensee's activities. The work will be performed by Licensee to City specifications and survive the terms of this License Agreement. The City may elect to accept reasonable reimbursement from the Licensee in lieu of remedy.
10. **Compliance with Other Laws:** This Agreement does not relieve Licensee from compliance with any other local, state or federal laws or regulations or conditions imposed by any local board. Failure to abide by any local, state or federal laws or regulations or any condition of site plan and may at the City's discretion, result in revocation.
11. **Revocation:** The City may terminate this Agreement or any provision contained in this agreement on 72 hours written notice if Licensee fails to meet the terms and conditions of this License or if the public interest requires such termination. No 72 hour written notification is required by the City if it is an emergency.

12. **Contractor and Subcontractor Parking:** Licensee understands and agrees that its contractors and subcontractors for the project shall not use on-street parking. Language will be inserted in Licensee's vendors and suppliers Purchase Orders and Trade Subcontracts that make the prohibition against parking on City streets mandatory. Contractor shall limit/ manage construction vehicles and deliveries to avoid disruption to businesses, particularly during the holiday season. Contractor may use loading zones for active loading and unloading of materials, equipment and tools.

Dated this _____ day of _____, 2022

City of Portsmouth

By: _____

Karen Conard
City Manager

Pursuant to vote of the City Council
of _____

Dated this _____ day of _____, 2022.

Dagny Taggart, LLC

By: _____

h/jferrini/license/60penhallow/fifthlicense



AMBIT ENGINEERING, INC.
 Civil Engineers & Land Surveyors
 200 Griffin Road - Unit 3
 Portsmouth, N.H. 03801-7114
 Tel (603) 430-9282
 Fax (603) 436-2315

NOTES:

- 1) PARCEL IS SHOWN ON THE CITY OF PORTSMOUTH ASSESSOR'S MAP 107 AS LOT 27.
- 2) OWNER OF RECORD:
 DAGNY TAGGART, LLC
 30 PENHALLOW STREET, SUITE 300 EAST
 PORTSMOUTH, NH 03801
- 3) PARCEL IS NOT IN A SPECIAL FLOOD HAZARD AREA AS SHOWN ON FIRM PANEL 33015C0259E. EFFECTIVE DATE MAY 17, 2005.
- 4) LOT AREA:
 23,279 S.F.
 0.5344 ACRES
- 5) ASSESSOR'S MAP 107 LOT 27 IS LOCATED IN THE CHARACTER DISTRICT 4 (CD4) ZONING DISTRICT, DOWNTOWN OVERLAY DISTRICT (DOD), AND THE HISTORIC DISTRICT (HDC).
- 6) DIMENSIONAL REQUIREMENTS:
 SEE ZONING ORDINANCE
- 7) THE PURPOSE OF THIS PLAN IS TO SHOW THE EXISTING CONDITIONS OF ASSESSOR'S MAP 107 LOT 31 IN THE CITY OF PORTSMOUTH.
- 8) VERTICAL DATUM: MEAN SEA LEVEL NAVD 88
 BENCHMARK: NGS
 PID OCO 289 (V-31 USGS 1943)
 ELEVATION: 29.19

Parking will be maintained for workers on site.

Coordination Liaison:
 Lynn Kramer EVP
 McNabb Properties
 (603)-427-0725

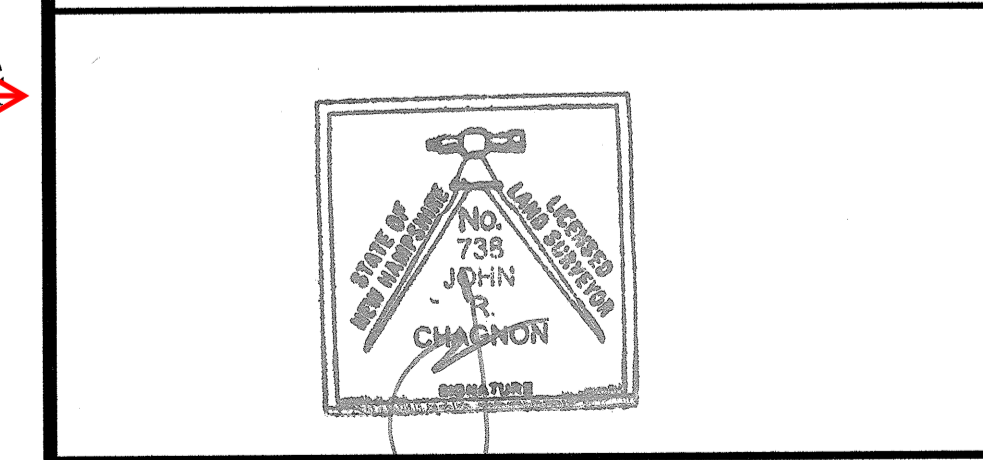
Utility Management with the city and public utilities will be ongoing on as as-need basis with prior notices.

Encumbrance Duration:
 Feb. 1, 2022 through July 3, 2022

Encumbrances:
 (6) Parking Spaces
 1740 Square feet of sidewalk

**BRICK MARKET
 60 PENHALLOW STREET
 PORTSMOUTH, N.H.**

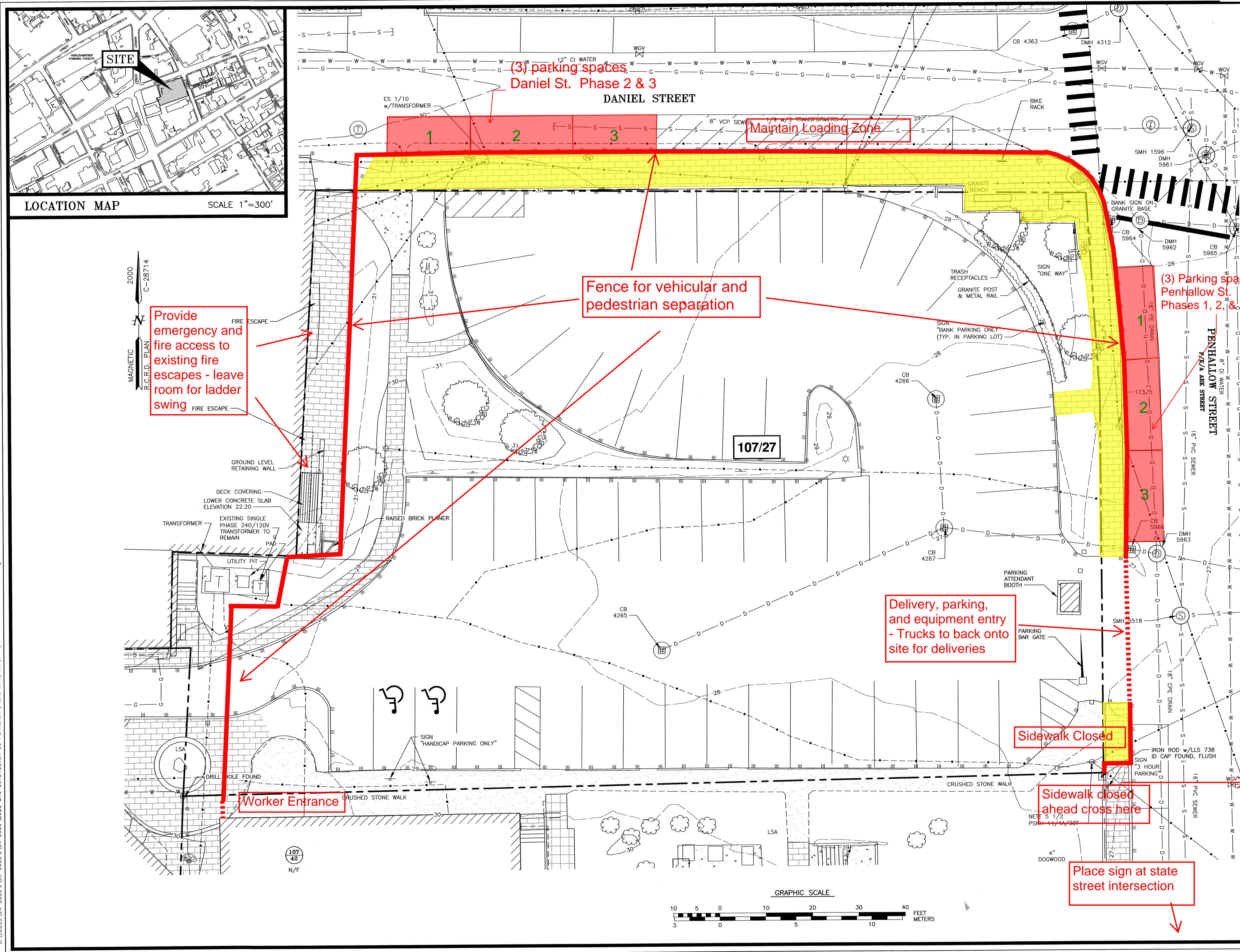
NO.	DESCRIPTION	DATE
2	EXISTING TRANSFORMERS	7/7/20
1	ISSUED FOR APPROVAL	11/18/19
0	ISSUED FOR COMMENT	10/8/19



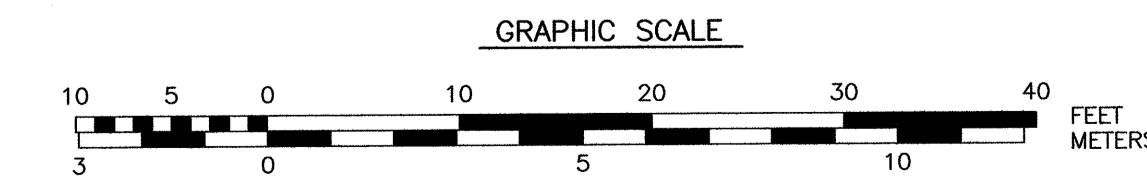
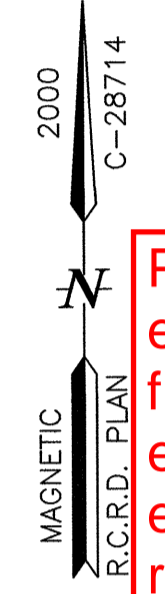
SCALE: 1' = 10' OCTOBER 2019

**EXISTING CONDITIONS
 PLAN**

C1



LOCATION MAP SCALE 1" = 300'




J:\JOBS\3039\3039\3039\2020 Site Construction 60 Penhallow\Plans & Specs\Site\3039_2020.dwg, C1 EXIST

CM Action Item #3



Legend

 Existing West End ERZ

 Proposed Expansion West End ERZ



CITY OF PORTSMOUTH



OFFICE OF THE CITY CLERK – ELECTION DIVISION

TO: KAREN CONARD, CITY MANAGER
FROM: KELLI L. BARNABY, CITY CLERK
DATE: JANUARY 18, 2022
SUBJECT: REDISTRICTING

In lengthy discussions with Senator Gray I was advised that Portsmouth would need to move a small number of census blocks from Ward 2 into Ward 5.

A thorough review was conducted of the census data with our GIS Department and I'm recommending moving three census blocks from Ward 2 into Ward 5, which relocates 131 people into Ward 5.

Below is a list of the census blocks that were relocated along with the address ranges.

Census Blocks:

- Census Block 2007 = 36 people
- Census Block 2026 = 31 people
- Census Block 2025 = 64 people

Address Ranges:

- Miller Avenue 250 - 396 (even side)
- Broad Street 177 - 295 (odd side)
- Lincoln Avenue 294 - 354 (even side)
- South Street 673 - 707 (odd side)
- Spring Street 29 - 39 (odd side)
- Spring Street 30 - 46 (even side)
- Bersum Lane (no addresses)

Attached are two Portsmouth Ward Maps that outline the census blocks in blue that would be moved from Ward 2 into Ward 5.

There it is my recommendation that the City Council authorize me to submit the small adjustment to ward lines for Ward 2 and Ward 5 on behalf of the City Council to the Legislature requesting a session law change to act upon the reflected new boundaries.

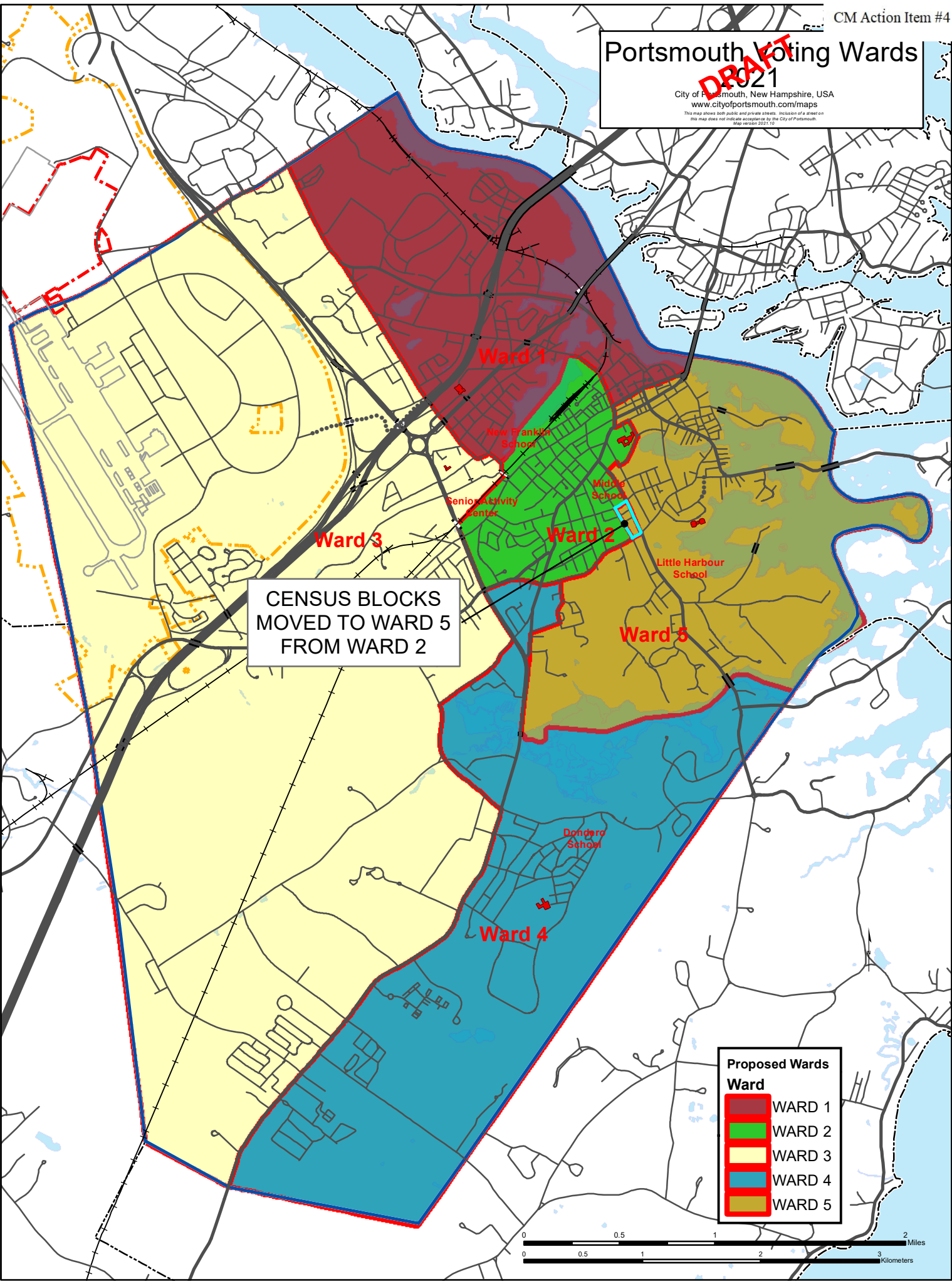
If you should have any questions, please do not hesitate to contact me.

cc: Robert P. Sullivan, City Attorney

Portsmouth Voting Wards 2021

City of Portsmouth, New Hampshire, USA
www.cityofportsmouth.com/maps
This map shows both public and private streets. Inclusion of a street on this map does not indicate acceptance by the City of Portsmouth.
Map version 2021.10

DRAFT



CENSUS BLOCKS
MOVED TO WARD 5
FROM WARD 2

Proposed Wards

Ward	Color
WARD 1	Dark Red
WARD 2	Green
WARD 3	Yellow
WARD 4	Blue
WARD 5	Tan



Gundalow COMPANY

Protecting the Piscataqua region's
maritime heritage and environment
through education and action

Board of Directors

Janet Dinan
Peter Driscoll
Brendan Flavin
Kerry Houlihan
Barbara Hughes
John Lamson
Dana Mills
Catharine Newick
Joan Rice
Jeanne Rosadina
George Samuels
Ronald Trahan

20 December 2021

To Whom it May Concern,

We are requesting permission to conduct our second Riverfest event on Saturday 04 June 2022 from 10:00 AM to 5:00 PM at the Puddle Dock area of Strawberry Banke Museum. This event will be similar in scope to the event we held in 2019.

Staff

Rich Clyborne
Executive Director

Valerie Moyer
Program Manager

Matt Glenn
Captain

Andy Goodell
Operations Manager

Michele Lechner
Accountant

Donata Luz
Development Coordinator

Thank you in advance for your consideration in this matter. Please feel free to contact me at the number below or reach out via email: director@gundalow.org.

Sincerely,

A handwritten signature in black ink, appearing to be 'Rich Clyborne'.

Rich Clyborne
Executive Director

www.gundalow.org
info@gundalow.org
(603) 433-9505
60 Marcy St.
Portsmouth, NH 03801

PORTSMOUTH LITTLE LEAGUE, INC.
PO Box 8321
PORTSMOUTH, NH 03802

RECEIVED

JAN 7 2021

CITY MANAGER
PORTSMOUTH, NH

January 4, 2022

Karen Conard
City Manager
City of Portsmouth,
Portsmouth, NH 03801

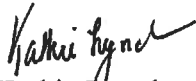
Dear Ms. Conard:

The process used by Portsmouth Little League for approval of temporary signs at the ballfield fences has required a yearly request to the City Manager. Similar to prior requests Portsmouth Little League, Inc. respectfully requests approval for temporary signage to be located at the Plains and Hislop Park baseball fields during the 2022 baseball season.

Our request is two-fold. First we are requesting permission to affix signage in the form of banners to be attached to the fences surrounding the outfield and foul lines at Plains and Hislop fields following the established color guidelines. The signage represents advertising for local businesses that have donated to and support the league. We are requesting permission to affix the banners to the fences from April 16 [Field Clean-up Day] through the end of October. Second, we are requesting permission to maintain signage to the rear of the Plains scoreboard. The local business that advertises on the back of the scoreboard will be required to adhere to the city and league's guidelines for the sign and will be responsible for the sign materials. Signage at this site provides the league with a continued revenue stream that helps us meet our goals each year.

Little League has a long and proud tradition in the City of Portsmouth. We are grateful for all the support we have received in the past and plan to continue to offer a safe and quality program that meets the needs of the community we serve. Please let me know if it would be of benefit for me to attend the Council meeting at which this request is considered. Thank you.

Sincerely,



Kathie Lynch
President
3 Boyan Place
Portsmouth, NH 03801



**National
Multiple Sclerosis
Society**
Greater
New England
Chapter

RECEIVED

JAN 10 2021

CITY MANAGER
PORTSMOUTH, NH

January 5, 2022

Ms. Karen S. Conard
City Manager
1 Junkins Avenue
Portsmouth, NH 03801

Dear Ms. Conard,

On behalf of the National Multiple Sclerosis Society, I would like to extend our deep gratitude for the continuous support Portsmouth has shown throughout the years for the annual Walk MS.

I have begun planning for the 2022 Walk MS: Portsmouth. This year's date is set for Saturday, April 23rd from 10:00am until 1:00pm. I would like to request permission to host the walk on this day. 250 participants are expected to take part in this annual event. This year we are moving to Portsmouth High School. We have created a new 3-mile route from the high school, which I have included in this letter.

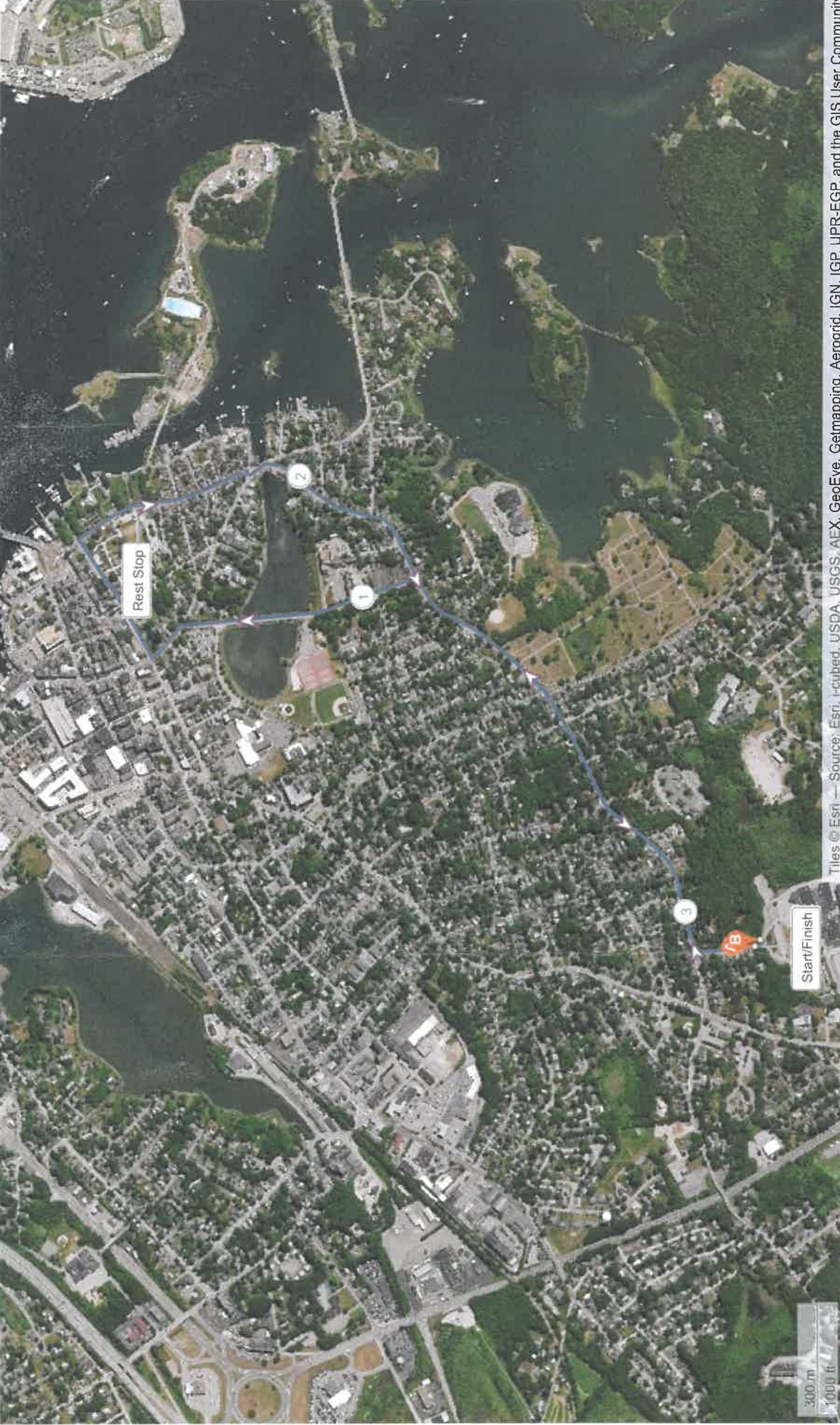
The money raised will be used to advance our support of national research and to support local programming for the nearly 42,000 people within Maine, Massachusetts, Rhode Island, New Hampshire and Vermont who are affected by multiple sclerosis. The National MS Society prides itself on our many comprehensive local programs that improve the quality of life for people with MS and their families.

I thank you in advance for your support and please feel free to contact me at 434.426.4299 with any questions or concerns.

Sincerely,

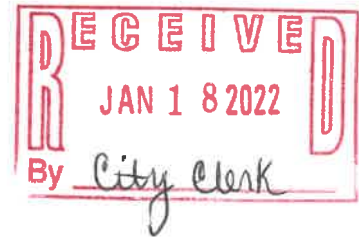
Emily Rivera
Director, Event Production
Emily.rivera@nmss.org
434-426-4299

Walk MS: Portsmouth 3mi (2020)



ROUTE DIRECTIONS

No	Miles	Turn	Directions
----	-------	------	------------



January 18, 2022
Karen Conard
City Manager
City of Portsmouth
1 Junkins Avenue
Portsmouth, NH, 03801

Dear Karen,

The Northern New England Chapter of the Cystic Fibrosis Foundation is once again planning the **CF Cycle for Life** for the 2022 summer season. This 30/65/100-mile one-day bicycle tour will travel the coastline and mainland of NH and ME, from Hampton to Wells, with approximately 200 participants pedaling for a cure.

Since its inception twenty years ago, the CF Cycle for Life has raised over \$1.4 million, helping to continue the battle against cystic fibrosis (CF), a genetic disease for which there is currently no cure. To accomplish this goal, I wanted to contact you today to inform you about our ride and ensure that we will have approval.

On Saturday, July 16, 2022, the cyclists will begin the tour at 7:30 a.m. from Tributary Brewery in Kittery, Maine. The cyclists will generally travel between 10-25 mph as they travel the route that brings them back to Kittery no later 4:00 p.m.

We will be contacting the town managers and police chiefs along the route to communicate our plans and to receive approval to cycle on the roads. Additionally, we will need to mark the route approximately every 1/2 mile. These marks are used to confirm cyclists are traveling in the correct direction. We have planned to mark the roads in your town during the week of July 11th. **If you have any questions regarding the ride or if any additional permits are required, please contact me at (800) 757-0203.**

I hope this letter provides the information you will need to review our request and answer your logistical questions about the **CF Cycle for Life**. If you have any questions or concerns, please do not hesitate to contact me at (800) 757-0203.

Sincerely,

Tamires Costa
Event Support Specialist
E: tmiorini-costa@cff.org

<hr/> <p><contact><position></p> <hr/> <p>Or designee (Please Print Name)</p> <p>I Karen Conard, am authorized by the Town of Portsmouth and grant permission to the Cystic Fibrosis Foundation's 2022 CF Cycle for Life to use town roads and facilities for cyclists on July 16, 2022.</p>
--

Cystic Fibrosis Foundation - Northern New England Chapter
20 Trafalgar Square, Suite 447, Nashua, NH 03063
603.598.8191 | 800.757.0203
E: northern-newengland@cff.org

2022 Cycle 100 mile Route - Copy

Miles	Direction	Description	Go	Town			
100 Mile							
Route		100 Mile Route - Follow yellow arrows					
0.00	R	Stevenson Rd	0.40	Kittery			
0.40	S	Martin Rd	0.90	Next RS 16.7 Miles		7:30am	
1.30	L	Dennett Rd Extension	0.20				
1.50	S	Dennett Rd	1.15				
2.65	S	Dennett Rd turns into Old Post Rd	0.15				
2.80	S	Onto Cook St	0.15				
2.95	L	Government St	0.30				
3.25	R	Newmarch St Rte 1S	0.15				
3.40	S	U.S. 1 S (Cross Memorial Bridge)	0.45				
3.85	R	Slight Right onto Scott Ave	0.05	Portsmouth			
3.90	R	Sharp Daniel St/Harbour Pl	0.05				
3.95	R	State St	0.05				
4.00	L	Marcy St	0.10				
4.10	L	Stay on Marcy St	0.50				
4.60	L	Slight Left New Castle Ave	0.50	New Castle			
5.10	C	Continue on NH-1B S/Portsmouth Ave	1.10				
6.20	C	Portsmouth Ave turns into Main St	0.30				
6.50	C	Continue onto Wentworth Rd/NH-1B S	1.20				
7.70	S	CAUTION!!!!!! Steel Bridge WALK BIKE!!!!!!	1.10				
8.80	L	NH-1A S/Sagamore Ave	0.50				
9.30	S	Enter Traffic Circle	0.00				
9.30	L	3/4 Around circle and continue on NH-1A S/Pioneer Rd	1.10				
10.40	S	Pioneer Rd turns into Oean Blvd/Rte 1A S	5.00				
15.40	R	Harbor Rd	0.30	Rye			
15.70	R	Locke Rd	0.40				
16.10	R	Central Rd	0.60				
16.70	R	Washington Rd	0.00				
16.70	L	Rye Fire Dept Rest Stop (555 Washington Rd., Rye, NH)	0.00	Next RS 11.10 Miles		8:15am-10:00am	
16.70	S	Continue on Washington Rd.	0.40				
17.10	L	Wallis Rd	1.05				
18.15	L	Sagamore Rd	1.70				
19.85	S	1/2 Around Traffic Circle Straight NH-1A N/Sagamore Rd	0.50				
20.35	R	Wentworth Rd/NH-1B N	1.05	New Castle			
21.40		CAUTION!!!!!! Steel Bridge WALK BIKE!!!!!!	0.00				
21.40	S	Continue on NH-1B N/Wentworth Rd	1.25	Portsmouth			
22.65	L	Main St/Rte 1B N	0.45				
23.10	S	Main St. Turns into Porthsmouth Ave	1.00				
24.10	S	Porthsmouth Ave turns into New Castle Ave	0.65				
24.75	R	Slight Right Marcy St	0.20				
24.95	R	Staying on Marcy St	0.30				
25.25	L	Court St	0.05				
25.30	R	Atkinson St	0.05				
25.35	R	State St	0.05				
25.40	L	Slight Left Dutton Ave	0.00				
25.40	C	Continue onto U.S. 1/Memorial Bridge	0.30				
25.70	C	Onto Hunter Ave	0.15	Kittery			
25.85	R	Government St	0.10				
25.95	S	Government St	0.20				
26.15	S	Government St becomes Wentworth St	0.25				
26.40	R	Whipple Rd/Rte 103E	0.25				
26.65	R	Whipple Rd/Rte 103E	1.15				
27.80	S	Whipple Rd becomes Pepperell Rd/Rte 103E	0.60				
27.80	RS	Ft. McClary Rest Stop (Rt. 103, Kittery Point, ME)	0.85	Next RS 13.30 Miles		8:30am-10:00am	
29.25	S	Pepperell Rd Becomes Tenney Hill Rd/Rte 103E	0.50				
29.75	S	Tenney Hill Rd becomes Brave Boat Harbor Rd/Rte 103E	2.45				
32.20	SL	Onto Lilac Ln//Rte 103E	1.80				
34.00	R	York St//Rte 103E	2.15	York			
36.15	S	York St becomes Long Beach Ave	1.35				
37.50	R	Nubble Light Rd	0.50				
38.00	R	Nubble Light Rd	0.45				
38.45	R	Sohier Park Rd (Nubble Light House)	0.10				

2022 Cycle 100 mile Route - Copy

38.55	R	Nubble Light Rd	0.40				
38.95	L	Broadway St	0.60				
39.55	R	Ocean Ave	0.35				
39.90	R	Main St	0.60				
40.50	L	Cape Neddick Rd	0.60				
41.10	RS	REST STOP VFW (75 Cape Neddick Rd., York, ME)	0.00	Next RS 14.65 Miles		8:30am-11:15am	
41.10	L	Cape Neddick Rd	0.15				
41.25	R	Clark Rd	0.30				
41.55	R	River Rd	0.25				
41.80	S	River Rd Becomes Hutchins Blvd	0.35				
42.15	L	Shore Rd	4.00				
46.15	C	Shore Rd	0.95				
47.10	SR	Main St/Rte 1N	1.85	Wells			
48.95	R	Bourne Ave	0.65				
49.60	L	Ocean Ave	1.25				
50.85	R	Webhannet Dr	1.25				
52.10	L	Mile Rd	0.90				
53.00	R	Post Rd/Rte 1 N	2.75				
55.75	RS	Big Daddy's Ice Cream (2165 Post Road, Wells, ME)	0.00	Next RS 19.5 Miles		9:30am-1:30pm	
55.75	L	Post Rd/Rte 1 S	1.50				
57.25	R	Sanford Rd/ME-109N/ME-9W	2.20				
59.45	L	N. Berwick Rd/ME-9W	2.90				
62.35	L	Littlefield Rd/ME-9BE	1.10				
63.45	R	Sharp R Loop Rd	0.60				
64.05	R	Hiltons Ln	1.60				
65.65	L	Tatnic Rd	2.00				
67.65	R	Post Rd/US-1S	1.60				
69.25	L	Shore Rd	5.00				
74.25	R	Hutchins Blvd/River Rd	0.60				
74.85	L	Clark Rd	0.25	York			
75.10	L	Cape Neddick Rd/ME-1A	0.15				
75.25	RS	REST STOP VFW (75 Cape Neddick Rd., York, ME)	0.00	Next RS 11.0 Miles		10:00am-2:30pm	
75.25	R	Cape Neddick Rd/ME-1A	0.55				
75.80	S	Cape Neddick Rd becomes Main St	0.65				
76.45	S	Main St becomes Railroad Ave	0.35				
76.80	R	Long Beach Ave/ME-1A	1.60				
78.40	S	Continue on York St	2.20				
80.60	L	Lilac Ln	1.75	Sharp turn to go over bridge			
82.35	S	Brave Boat Harbor Rd	2.50				
84.85	S	Brave Boat Harbor Rd becomes Tenney Hill Rd/Rte 103W	0.45				
85.30	S	Continue on Pepperell Rd/ME-103W	0.95	Kittery			
86.25	RS	Ft. McClary Rest Stop (Rt. 103, Kittery Point, ME)	0.00	Finish 13.85 Miles		12:30pm-3:00pm	
86.25	R	Onto Pepperell Rd/ME-103W	0.55				
86.80	S	Continue on Whipple Rd/ME-103W	1.10				
87.90	L	Stay on Whipple Rd/ME-103W	0.30				
88.20	L	Wentworth St	0.25				
88.45	R	Government St	0.30				
88.75	S	Continue on Government St	0.30				
89.05	R	Cook St	0.25				
89.30	S	Cook St turns into Old Post Rd	0.05				
89.35	S	Onto Dennett Rd	1.20				
90.55	L	Dennett Rd	0.30				
90.85	S	Dennett Rd becomes State Rd	1.25				
92.10	R	Beech Rd	2.35				
94.45	R	Goodwin Rd	0.30				
94.75	L	Beech Ridge Rd	2.25				
97.00	R	Betty Welch Rd	1.10				
98.10	L	Curtis Rd	0.60				
98.70	R	Picott Rd	1.10				
99.80	S	Manson Rd	0.25				
100.05	R	Stevenson Rd	0.05			9:30am-4:00pm	
100.10	R	To Shapleigh Field					
	FINISH	Finish Line - Congratulations! You made it!					
		PLEASE CHECK IN AT TENT!!!!					

CITY COUNCIL E-MAILS

Received: December 20, 2021 (after 5:00 p.m.) – January 20, 2022 (before 9:00 a.m.)

January 24, 2022 Council Meeting

Below is the result of your feedback form. It was submitted by Thomas Nies (tnies@aol.com) on Thursday, December 23, 2021 at 21:24:57

address: 419 Richards Avenue

comments: Council Members:

Congratulation on beginning your terms. I hope that you will learn the lesson of the past two City Councils: now that you are in office, you should listen to all Portsmouth citizens, not just those that voted for you this time. Finding a community consensus on controversial topics should be one of your goals.

I would like to suggest that amidst all the important issues you face - McIntyre, the budget, COVID response - you try to find some time to work on a mundane issue: updating some of the City Ordinances. Here are three suggested topics that need work:

Ethics ordinance: This section needs extensive review. The role of the Ethics Board is unclear, as is the role of the governing body. Several elements appear to conflict with either NH statutes or advice from the NH Municipal Association. At a minimum, it seems you need to make it clear someone accused of an ethics violation cannot vote on their own penalty.

Board Assignments: This section is vague. What does it meant to say board appointments must be apportioned? The recent flap over appointments by a departing mayor could be easily solved by establishing a standard term that begins and ends mid-year - or at least a month or two after a mayor takes office.

Candidate Financial Reporting: This year every City Council candidate incorrectly filed the financial report due the week before the election. The current ordinance clearly requires two reports: one for donations, and one for expenditures. The form provided by the City Clerk does not request expenditures, and none of the candidates provided that information (only the PAC Progress Portsmouth added the information). While I think both should be reported, the Council may want to make the ordinance more clear.

Thank you for considering my comments.

Tom Nies

includeInRecords: on

Below is the result of your feedback form. It was submitted by Elizabeth Knies Storm (elizabeth.knies.storm@gmail.com) on Monday, December 27, 2021 at 14:38:46

address: 24 Osprey Drive

comments: I want to thank all of you -- those who are staying, and those who are leaving -- for showing up. You faced some difficult and contentious "issues" this year. Personally, I wish the McIntyre Building could just go back to being what it was -- it's never going to be beautiful. We the People want the post office back! Simple. Bring it back, keep the offices upstairs and the additional parking in the rear. No need for lawsuits and expensive architectural firms.

includeInRecords: on

Submitted on Tue, 01/04/2022 - 09:47

Your Name

James Price

Your Email

seabrooknh@yahoo.com

Subject

Suggestions/Ideas

Address

17 Elizabeth St Rochester, NH

Message

Hello everyone, I actually work in Portsmouth. My suggestion is: Possible creation of "Doggy pet stops" You may not know but many people walk their dogs in and around Portsmouth, especially downtown. I for one try to interact with these pets and also engage the owners with friendly conversation. In doing so, I have a box of milk bones that I feed the dogs with. I was thinking how much attention this could

achieve, as way as public relations and being a dog welcome city... I know the fire station has a plastic fire hydrant feed with dog bones that people can stop at, a few local businesses also have treats, but I was thinking of placing these areas on a city map and calling them "Doggy pet stops" You could set up bins to contain dog treats and make have water available for pets as well. I thought something like this may make headlines and gmcwate great publicity for the city... AnywY thank you for your time.

Ps - I work at the Foundry garage and see many dog walkers and I do engage with all of them. I can also tell you that these folks and their dogs will now stop and socialize .. Its a good feeling.

Thank you.

James Price

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Fri, 01/07/2022 - 10:40

Your Name

Barbara Jenny

Your Email

brjenny@me.com

Subject

Please consider in 2022...

Address

81 Lincoln Ave

Message

Congratulations on your election to the council. I am thrilled that a new council is seated, and look forward to your respectful consideration of Portsmouth's issues.

As a going-on-30-year citizen of Portsmouth, here are issues I hope you will work on, from immediate to ongoing, small to big:

a.

Limit expanded outdoor restaurant seating to public walkways and situations where there will be a positive effect on neighboring businesses and residents. That is, the charming, lighted dining beneath colorful murals in the Vaughn pedestrian alley—where there was still plenty of space for walkers and shoppers—was fabulous. So too the alley dining off Pleasant St. between State St. and Market Square. Such café-lit patios added to all that is special about Portsmouth.

The jersey barriers that changed Pleasant St, between State and Court Streets to one way, and furthered the war-zone look of the fire-burned, chain-link fenced block did not enhance the neighborhood at all. (The aesthetics and road blockage harmed tenants' businesses in our building, and created a dangerous situation in which multiple drivers a day drove against traffic on the temporary one-way.)

Please do not approve outdoor dining in city streets where it changes traffic direction and inhibits pedestrian access in 2022, please.

b.

Consider and enact an ordinance that addresses derelict properties such as the burned-out, weed-filled, chain-link-wrapped property on State St. between Church and Court Streets that has been a scar on the central Downtown Historic District for more than four (4) years. (In the meantime, can the City please try something—anything: a bench with large potted flowers on the corner?... Work with the property owner to allow temporary public art in the Louie's windows, on the vacant lot, or on the fencing? (I would be happy to help fundraise and coordinate.))

c.

Enact zoning ordinance amendments that balance energy efficiency and conservation in addition to preserving history.

d.

Update ordinances to address existing, positive activities that support housing affordability for existing residents, ie. short-term rentals. The council had begun this process which stalled at the outbreak of the pandemic.

e.

When considering affordable housing, don't focus solely on large developments at the edges of town; supporting home ownership and affordable rentals in ALL Portsmouth neighborhoods creates a dynamic and equitable community.

-Consider property tax breaks and credits for homeowners and landlords who offer rentals at below market value—ie. the numbers that Portsmouth Housing Authority can offer for voucher rent payments.

-Offer discounted rates for city water & sewer, and work with public utilities to offer discounts to landlords who accept housing vouchers. (Landlords are currently required to include utilities in rents.) Better yet, work with PHA and utilities to edit the system so that tenants using vouchers pay their own utilities (so that they are mindful of energy use and conservation), but at rates that are flat or somehow wrapped into the voucher payments.

If the entire community pitches in, more city landlords can afford to accept vouchers and support affordable housing throughout the city.

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Fri, 01/07/2022 - 13:40

Your Name

Peter Geremia

Your Email

pgeremia@mac.com

Subject

Unlawful Mask Mandate

Address

315 Maplewood Ave

Message

Hello,

I was waiting for the new city council to immediately impose a mask mandate on the citizens and visitors of Portsmouth and here we are. There is NO clear and concise study that states that MASKS actually improve anything especially for the HIGHLY CONTAGIOUS but much less dangerous Omicron variant.

Rather than a MANDATE we should let PEOPLE and STORES/RESTAURANTS decide what is best for them. This gives people the FREEDOM do what is best for them considering MASKING up the public is NOT a DEFINITIVE SCIENCE.

And let me tell you something right now. If you want to use a LITTLE common sense, think about restaurants. You have to mask up for 30 seconds to walk to a table and then no mask. That in itself shows this is not about HEALTH but simply about COMPLIANCE. That not only has serious LEGAL implications, but also serious ETHICAL implications.

It is too bad it has to come to this RASH decision by Kim McNamara and the Health Department. This is WRONG and needs to be removed immediately.

Thank You,

Peter Geremia

Ps. I think this may be a good thing for the surrounding towns because it will drive business their way. People have had it with these mandates and all this is going to do is DESTROY businesses in Portsmouth. Trust me I will leave Portsmouth now to shop.

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Fri, 01/07/2022 - 19:17

Your Name

John Pettigrew

Your Email

ppandh@comcast.net

Subject

Mask directive

Address

67 Willard Ave Portsmouth

Message

Please, masks don't stop this virus. Look at all the cities that have had long mandates, it doesn't make a difference in the infection rate. Leave it up to the business to set their own rules. Give us a choice!

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Tue, 01/04/2022 - 09:47

Your Name

James Price

Your Email

seabrooknh@yahoo.com

Subject

Suggestions/Ideas

Address

17 Elizabeth St Rochester, NH

Message

Hello everyone, I actually work in Portsmouth. My suggestion is: Possible creation of "Doggy pet stops" You may not know but many people walk their dogs in and around Portsmouth, especially downtown. I for one try to interact with these pets and also engage the owners with friendly conversation. In doing so, I have a box of milk bones that I feed the dogs with. I was thinking how much attention this could achieve, as way as public relations and being a dog welcome city... I know the fire station has a plastic fire hydrant feed with dog bones that people can stop at, a few local businesses also have treats, but I was thinking of placing these areas on a city map and calling them "Doggy

pet stops" You could set up bins to contain dog treats and make have water available for pets as well. I thought something like this may make headlines and gmcrwate great publicity for the city... AnywY thank you for your time.

Ps - I work at the Foundry garage and see many dog walkers and I do engage with all of them. I can also tell you that these folks and their dogs will now stop and socialize .. Its a good feeling.

Thank you.

James Price

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Tue, 01/04/2022 - 16:47

Your Name

Paul Ringuette

Your Email

paulnringuette@gmail.com

Subject

Fireworks and the Dog Park

Address

308 Richards Ave

Message

Hi!

First off, congrats to all of you.

We returned from a week away today, Jan 4 and when I brought my two 9 month old hounds to the dog park they had a field day chewing on all lf the firework residue. I noticed a few other dogs doing it and others mentioned there is more residue out near the pond.

I attached a picture of what I was able to get out of their mouths. Most of it looks like simple cardboard, but noticed glue in there and it all distinctly smells like power or whatever they use.

A few other pieces had me more concerned.

I don't see a way of attaching pictures nor am I trying to be one of those complaining type citizens...I don't know if the city has some type of pull behind raking device or should we organize some type of rake the dog park event after fireworks. I'm happy to help be a solution person here. Thanks!

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Wed, 01/05/2022 - 13:50

Your Name

Paul Ringuette

Your Email

paulnringuette@gmail.com

Subject

Ethics

Address

308 Richards Ave

Message

Hi esteemed City Council members and the rest of you (ha).

I was pretty outraged that the previous council let a city councilor under ethics violation judgement vote for herself. I have to assume the ethics rules were not clear on the matter and she took advantage of that fact.

I have absolutely no experience in ethics rules and law but am willing to volunteer my time to be part of a ethics review board to review the existing rules and provide feedback and recommendations based on research on what other cities do. Beyond the obvious shenanigans of voting for oneself, I am also interested in learning how conflicts of interest are handled in the pursuit of local governance. For instance, if we have a city councilor who would benefit directly from a piece of legislation, how is that handled? Does that person self identify and excuse him or herself from the process? What happens if they don't self identify?

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Fri, 01/07/2022 - 23:53

Your Name

Thomas Nies

Your Email

tnies@aol.com

Subject

Public Health Directive Requiring Masks

Address

419 Richards Avenue

Message

Councilors:

While I support requiring masks, I question the process that was used to implement it. I don't believe the City Manager has the authority to issue a health directive without City Council approval. Moreover, exactly what is a "directive?" It does not appear to be a regulation, nor is it an ordinance. I suspect this approach was consciously chosen as an expedient way to put this requirement in place as quickly as possible, recognizing that the Council would likely vote to adopt the ordinance before any legal challenge.

In a footnote, the directive cites NH RSA 147:1 as the authority for this action. If you read that section, it is titled "147: NUISANCES; TOILETS; DRAINS; EXPECTORATION; RUBBISH AND WASTE" (caps in the original). The section has nothing to do with communicable disease prevention. To use this as the authority for this action is questionable. Context is important.

Further, the notice claims that the City Manager is "analogous" to the selectmen (plural) mentioned in the RSA. What a fascinating claim! Yes, both administer the affairs of the town, but unlike selectmen, the City Manager is not elected. I notice there isn't any authority cited for this argument.

Tom Nies

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Sat, 01/08/2022 - 10:02

Your Name

Dan Marchibroda

Your Email

danmarch@live.com

Subject

Mask Mandate

Address

84 Thaxter Road

Message

I see the city manager has instituted another silly mask mandate for Portsmouth and it is supported by our mayor, and I imagine by other city council members. It lets you off the hook I suppose.

So you are aware I will not spend any money in a Portsmouth establishment that requires me to wear a face mask. First, any face covering other than an n95 mask is largely ineffective. You should know this. Second, to allow people to sit and eat in restaurants with no mask on is just stupid. Neither food nor drink is listed as a prophylactic to covid by the CDC so why in the world would you let people eating in restaurants or coffee shops infect each other? Why are we not allowed to infect each other in grocery stores or retail outlets? Isn't that contrary to the intent of the mandate?

This mandate gives me severe anxiety.

Sincerely, Dan

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Sat, 01/08/2022 - 14:28

Your Name

Timothy S. Wheelock

Your Email

tswheelock@wheelocklawoffice.com

Subject

Portsmouth Herald article entitled: Face masks required: Portsmouth city manager issues public health directive as COVID surges

Address

44 Wibird Street

Message

Sorry, now that there is no statewide mask mandate in place for New Hampshire, and the city council chose to let the Portsmouth Mask

Ordinance expire, the City Manager lacks the legal authority, in my opinion, to unilaterally re-enact the ordinance or issue the order she just issued requiring all individuals in Portsmouth wear facial coverings in publicly accessible indoor areas and places of employment. The statute she referenced as authority for her order in Saturday's Portsmouth Herald article, "Chapter 147 Nuisances; Toilets; Drains; Expectoration; Rubbish and Waste" does not appear on its' face applicable. It sounds from the article as if the City Manager is trying to fashion an argument that her legal authority to issue an indoor mask mandate applicable throughout the city stems from section 147:1, I, which provides:

I. The health officers of towns may make regulations for the prevention and removal of nuisances, and such other regulations relating to the public health as in their judgment the health and safety of the people require, which shall take effect when approved by the selectmen, recorded by the town clerk, and published in some newspaper printed in the town, or when copies thereof have been posted in 2 or more public places in the town.

In this instance, the City Manager is arguing that her authority as city manager is somehow "analogous" to the selectmen cited in 147:1, I. Her authority as city manager is not analogous to selectmen. Selectmen are elected officials; the city manager is not.

While section 147:1, II allows health officers to make regulations relative to sanitary and health conditions for issuing a license to restaurants, the Herald article doesn't reference that section as authority for the City Manager's order, such regulations are subject to the approval of the commissioner of the department of health and human services and only applicable to restaurants in any case.

Finally, because I agree with the reasoning for, the goals of and the necessity for a local mask mandate during the current covid Omicron variant surge, I urge the mayor and city council to go through the proper legal procedures for re-enacting the former Portsmouth mask ordinance. If you want to do the right thing, do it right.

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Sun, 01/09/2022 - 12:13

Your Name

Karla Ashenhurst

Your Email

kashenhurst70@gmail.com

Subject

Mask Mandate

Address

107 Woodbury Ave

Message

Just wanted to take a moment to let you know I fully support the mask mandate. We need this during the current surge. I am now more likely to shop in stores knowing there are protections in place.

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Tue, 01/11/2022 - 09:28

Your Name

James Shanley

Your Email

james.shanley8@gmail.com

Subject

Mask Mandate

Address

170 McKinley Rd, Porstmouth

Message

Dear Councilors,

I am writing to express my 100% support for the City Manager's recent mask mandate. I urge you to support her in this difficult, yet much needed decision.

Thank you,

James Shanley

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Tue, 01/11/2022 - 10:40

Your Name

Nancy & Brian Johnson

Your Email

n_johnson81@comcast.net

Subject

applaud new mask mandate

Address

81 Clinton St

Message

Thank you to the city manager for the new mask directive. We have friends all over the country whose immune system is compromised, most due to prior cancer treatments, and some have been diagnosed with Covid-19 of some form in spite of being fully vaccinated. They did everything right, but stubborn people who think only of themselves have given them this dreadful disease. One just got out of the hospital after 2 weeks and into a rehab. What did she do wrong? She was helping a neighbor who was getting ready to move, and never thought to ask the neighbor if she was fully vaccinated. Turns out she was not - and yes, she was really sick. My friend, fully vaccinated, 6 weeks later, is still getting her strength back.

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Tue, 01/11/2022 - 11:55

Your Name

Kyle Engle

Your Email

kte2325@gmail.com

Subject

Mask Mandate

Address

24 Hunking Street

Message

City Councilors,

I'm responding to the recent mask mandate put in place by the City Manager. My concern is not whether the City Manager has the authority to make such a move unilaterally, my concern is whether the evolving science justifies such restrictions.

Numerous articles are coming to the forefront regarding our response to Covid. On January 6th The Journal of American Medical Association published an article on how our response to Covid has been flawed. And, this past Friday the Portsmouth Herald published a letter written by Dr. Daniel Kim, a local doctor from Exeter wherein he explains, among other things, that mask wearing has little to no affect on Covid containment.

Councilor Denton I think summed it up the best when he said, "listen to the science and become proactive", when talking about Covid strategy in the city. The science is speaking and it's telling us previous Covid mitigation strategies might have been flawed. We all appreciate the concerns and pressures our officials are under to preserve and protect, but let's listen to the evolving science and make the right decisions.

Thank you,

Kyle Engle

24 Hunking Street

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Tue, 01/11/2022 - 19:11

Your Name

William A Holscher

Your Email

WAHolscher@waholscher.com

Subject

City of Portsmouth January 7, 2022 Mask Mandate Ordinance

Address

777 Middle Rd Unit 50 Portsmouth NH 03801

Message

I have sent the following via email to:

health@cityofportsmouth.com <health@cityofportsmouth.com>; Janet.L.Stevens@nh.gov; Jeb.Bradley@leg.state.nh.us;

Kim McNamara, MS, REHS
Health Officer

NH RSA 147.1 does not give you the “statutory” authority to issue the January 7, 2022 Public Health Directive for mask wearing in the City or Town of Portsmouth NH.

The NH RSA 147. 1 reads as follows:

TITLE X
PUBLIC HEALTH
Chapter 147
NUISANCES; TOILETS; DRAINS; EXPECTORATION; RUBBISH AND WASTE
Section 147:1

147:1 Local Regulations. –

I. The health officers of towns may make regulations for the prevention and removal of nuisances, and such other regulations relating to the public health as in their judgment the health and safety of the people require, which shall take effect when approved by the selectmen, recorded by the town clerk, and published in some newspaper printed in the town, or when copies thereof have been posted in 2 or more public places in the town.

II. The health officers of towns may make regulations relative to the sanitary and health conditions for issuing a license to restaurants or other food serving establishments operating within the town limits, subject to the approval of the commissioner of the department of health and human services.

(a) Notwithstanding any other law to the contrary or other licensing authority, any restaurant or other food serving establishment found to be in violation of the sanitary and health code adopted may be closed without a hearing for a 10-day period or until the violation is corrected and the sanitary condition is approved by the local health officer.

(b) If the sanitary or health violations are not corrected within the 10-day period, the local health officer may suspend the license to operate the restaurant or other food serving establishment after notice and hearing.

III. Any person wilfully violating such regulations shall be guilty of a violation. Such health officers shall forward, when issued, copies of all regulations made by them to the department of health and human services and furnish it such information concerning their work as may be requested. They shall be paid by the town a reasonable compensation for their services and all expenses incurred by them in the performance of their duty; and the selectmen are required to advance them such sums as may be necessary, of which and of all their receipts and disbursements they shall, before each annual town meeting, render an account to the selectmen, to be laid before the town.

Source. RS 119:1. CS 125:1. GS 101:1. GL 111:1. 1887, 62:4. PS 108:1. PL 140:1, 22, 23. RL 165:1. RSA 147:1. 1981, 211:2. 1983, 291:1, I. 1995, 310:181, 182, eff. Nov. 1, 1995.

Clearly the intent of this statute was for local governments to regulate “NUISANCES; TOILETS; DRAINS; EXPECTORATION; RUBBISH AND WASTE” as it pertains to local jurisdictional ordinances. It does not extend that statutory authority over all diseases, infections, viruses and medical conditions whether they be contagious or noncommunicable.

You have creatively removed the entire statute from your order which would have informed the public of your overreach.

Federal and State law, as well as my constitutional rights under these higher governmental bodies, supersedes your local authority.

Masks are not mandated by the Federal Government, or the State of NH and I demand you rescind this unlawful local ordinance immediately.

Consider this legal notice.

Regards,
William A. Holscher

W A Holscher Consulting Inc
777 Middle Road, Unit #50
Portsmouth, NH 03801
603-717-2725

Website: www.WAHolscher.com

LinkedIn: <http://www.linkedin.com/in/williamaholscher>

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Tue, 01/11/2022 - 22:10

Your Name

Rachel Kurshan

Your Email

rachelkurshan@gmail.com

Subject

Approve mask requirement

Address

33 Humphrey's Court

Message

I understand there will be a special City Council meeting on January 13th. I am very appreciative that City Manager Conard, after consultation with Kim McNamara, issued a mask requirement while in public buildings. I had written to the previous city council near the end of their term requesting that they approve a mask ordinance, given the high number of cases in Rockingham County and Portsmouth. Unfortunately I wasn't surprised when I didn't receive a response, and was despairing that, as a senior, there was virtually no public place to which I could (somewhat) safely go because of the number of unmasked people present. While the unmasked seem so concerned about asserting their freedom to refrain from mask wearing, they seem oblivious to the freedom of others whose safety they are infringing.

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Wed, 01/12/2022 - 06:38

Your Name

Michael Sanders

Your Email

mikejsand80@yahoo.com

Subject

Mask Ordinance

Address

10 Marjorie St

Message

Hello,

Congratulations on your election. I am writing this email, I suspect, without point, but should at least put it on record.

The mask mandate, by a city employee who should be serving, not dividing, the community no less is ridiculous and dangerous.

Not only does it create divisiveness by not allowing individuals and individual property owners to make decisions that best work for them and their business, it is dangerous by creating a false sense of security for those not responsible enough to analyze their own health and situation and make intelligent decisions of their own.

According to recent, on air-CNN interviews, Fauci clearly stated that in light of omicron's spread, everyone should be wearing sanitized, fitted N95 (or equivalent filtration) masks. Dr. Wen, CNN medical expert, in a shocking statement (again on air) that cloth masks were nothing more than face decorations in light of omicron. More revealing, she went further than Fauci by stating that was the case for all variants, not just omicron.

The above is not anti-mask. It is anti-mandate and the other side of the statement. Think of an immunocompromised individual or worse, a healthy, vaccinated person who lives with one. They now feel safer (falsely) due to a mandate on masks many of whose with minimal efficacy, and get COVID (not knowing it because the vaccines are outstanding therapeutics that leave many not knowing they have COVID) which then hospitalizes or kills a family member with medical issues.

Divisiveness and false sense of security are wrong at a time of so much hate.

We simply need to get back to a time where people take responsibility based on their own situations. Only a business knows if their patrons will have sustained contact for more than 15 minutes (i.e. minimal risk in a restaurant but maybe in a movie theater) and how best to mitigate that (i.e. plastic shielding, social distance or nothing). Only a patron can know if the measures a business takes is right for them and their lives. The time of selfish ranting for others to do things (like wear a mask) is over. Wear your mask and set your business rules. If your mask doesn't work,, wear two. If that isn't enough, wear a face shield. If that doesn't work, decide what works and do that to protect yourself even if that means shopping exclusively online and never leaving at home, make your decision and live with it.

Ultimately, I'll adopt minimum compliance to get what I want but am ultimately happy to pay whatever absurd fine comes with this ordinance. People have to stand up to absurd, anti-science (which is what this is if it doesn't mandate sanitized, fitted, single-use N95-style masks) and I will even if I get fined.

I am sure we will never agree on this but look forward to seeing what happens with some

Projects we will.

Again, not anti-mask. Anti mandate for the reasons above as well as the many studies that show certain types of masks worn properly may work, but that mandates don't and are overcome by the general population behaviors.

Join concord city council's courageous decision to overwhelmingly strike their proposed mandate down.

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Wed, 01/12/2022 - 08:47

Your Name

Frederick Calcinari

Your Email

fred.calcinari@icloud.com

Subject

Climate action message to the new mayor

Address

1246 South St, Portsmouth NH 03801

Message

We congratulate you at the start of your term as mayor of our beloved Portsmouth. We would like to introduce you to a group that has been meeting weekly since September. The group members, originally inspired by ideas from the book Drawdown and hosted by SEAREI, agree on the paramount urgency of climate action. Members include Portsmouth high school Eco Club students, residents from Portsmouth and surrounding communities, and professionals working on climate mitigation and adaptation. Our informal working title is "Portsmouth Climate Solutions."

Group members — many were in attendance at the outdoor inauguration — were thrilled to hear you make climate change one of your priorities, specifically calling for a climate action plan across city departments. We look forward to working with you and all the citizens of Portsmouth taking climate action. We close with congratulations and appreciation,

Portsmouth Climate Solutions

Allison Tanner, Portsmouth

Ann C. Bliss, SEAREI Board President, Portsmouth

Aubrey Gewehr, Portsmouth

Bert Cohen, Portsmouth

Betty Olivolo, Kittery

Brian Murphy, Placework Studio, Portsmouth

Christina Dubin, Portsmouth

Cliff Lazenby, Portsmouth

David Beaulieu, Dover

Debora Mayer, Portsmouth WRAD, Portsmouth

Doug Watson, Somersworth

Effie Malley, Portsmouth

Fred Calcinari, Portsmouth

Hasya Karthik, Eco Club Drawdown Representative, Portsmouth

James Christie, Portsmouth

Jennifer Benjamin, Portsmouth

Jessica Blasko, The ReFill Station, Portsmouth

Jessica Dolan, Portsmouth

Karin Barndollar, Portsmouth WRAD, Portsmouth

Rebecca R. O'Brien, Portsmouth WRAD, Portsmouth

Valentina Giordana, SEAREI Board Member, Portsmouth

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Wed, 01/12/2022 - 10:43

Your Name

Ken Riley

Your Email

rileyk999@gmail.com

Subject

Portsmouth Mask Mandate

Address

5 Hoover Dr. Portsmouth, NH 03801

Message

I was quite dismayed when the counsel reinstated indoor mask mandates last week. I did note that it was also the city counsel that was slow to remove the mask mandate when the governor removed it for the whole state last summer. Currently, the state of New Hampshire has no mask mandates. I don't understand why Portsmouth has to be more restrictive than the state.

On a broader note the science is uncertain as to whether masks even lesson the spread of the virus. Studies indicate that masks can diminish droplets from spreading, but not necessarily slow down the cases of Covid. Why are we punishing ourselves more than we need to and what kind precedent is being set by the counsel mandating masks without legislative approval.

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Wed, 01/12/2022 - 15:27

Your Name

Martin Fox

Your Email

martinfox22@gmail.com

Subject

Mask Up Again

Address

211 Oriental Gardens

Message

Mask Up Again - 2 Points

1. Keep repeating the past, even if the measures do not work.

When's the last time you walked through Market Basket and actually looked at people wearing a mask?

It's like believing you can stop a mosquito with a chain link fence even with N95 masks.

(For those who want an effective mask should consider using a 3M 7502 mask/respirator with P100 filter (Overcoming the Covid Darkness by Tyson and Fareed).

In general, there is just way too much research showing that masks do not work. Need references?

The ever changing pathogen is here and will be here forever and will keep mutating.

Focus on what helps the immune system be stronger and more resilient.

Those who want to wear a mask should have the right to do so and those who do not wish to wear one should have the same right.

2. Perhaps more disturbing:

Is it proper for the City Manager (an unelected position) to unilaterally have the authority to institute a mask regulation?

What else would be acceptable? Lockdowns, a Gene Therapy Jab, Booster shots...?

This is not a good start for the new city council to say the least.

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Wed, 01/12/2022 - 16:34

Your Name

Gerald Duffy

Your Email

gduffy44@gmail.com

Subject

Mask Mandate - Kudos for Quick Response

Address

428 Pleasant St. #3

Message

Dear Mayor and Councilors:

Just a quick note to thank you for supporting our City Manager's decision to act swiftly and impose a citywide mask mandate. The crisis-level state of our health care system and all its workers, as well as the stress and strain on our school system and other seriously affected sectors, are plenty grounds enough just for everyone to don a mask until this pandemic wave has abated. It's not the end of the world and proactivity and the cautionary principle are completely appropriate. Critics — who after a few minutes on the internet then consider themselves as a match for virologists and our highly experienced Public Health officer — will give you all kinds of grief, I'm sure — for everything from personal inconvenience to loss of freedom of choice to challenging the science to allowing the City Manager to supposedly overstep here authority. But the city acted decisively this time around and you all should be applauded for it.

Best wishes,

Gerald Duffy

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Wed, 01/12/2022 - 17:39

Your Name

Michele Aronne

Your Email

micheleg229@comcast.net

Subject

Masks

Address

229 Buckminster Way

Message

I am writing to vote against any mask mandate in this city. You are doing nothing but causing turmoil and confusion amongst the residents and especially visitors to our city. We have a very high vaccination rate and I feel like we are being punished. Many people were already wearing masks prior to your mandate. Let people live how THEY want to. Enough with your rules and mandates. This needs to end now.

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Thu, 01/13/2022 - 05:40**Your Name**

Larry Drake

Your Email

larrydrake57@gmail.com

Subject

Mask Mandate

Address

579 Sagamore Ave., Unit 20, Portsmouth

Message

I urge you to support the mask mandate imposed by City Manager Karen Conard. We need to follow the science in dealing with the pandemic, and mask mandates are a proven part of the answer. Of course, nobody wants to have to wear a mask, but it's a small price to pay to save lives. The real "freedom" in this whole matter that we need to focus on is the freedom from the pandemic, and mask mandates will help us achieve that.

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Thu, 01/13/2022 - 08:45**Your Name**

Joan Jacobs

Your Email

jsjacobs@gmail.com

Subject

Masks for public health

Address

579 Sagamore Ave #20

Message

To Council,

I am pleased that the city of Portsmouth and it's newly installed Council has issued a mask mandate for all indoor public locations. I support this decision and encourage you to listen to the public health experts regarding the effectiveness of face coverings to prevent the spread of Covid 19-- most especially the Omicron variety which is so communicable.

Wearing a mask indoors is responsibility and not a burden...The burden is the cost of becoming infected. The toll on the public's health and our local economy is incalculable.

Please follow-through and take this modest step to protect us all.

Joan Jacobs, MPH

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Thu, 01/13/2022 - 10:03**Your Name**

Christopher Cole

Your Email

ccole@sheehan.com

Subject

City Indoor Mask Mandate

Address

260 Broad Street

Message

My family and I strongly support the measure taken by the City Manager and City Health officials to impose a requirement that masks be worn indoors in City businesses. We believe that the temporary mandate, in response to the increased communicability and incidence of the virus is a reasonable, sensible and necessary step for the City at this time. Current statistics bear out the need for this measure. As of January 7, in Rockingham County, 80% of inpatient beds were occupied, 18.0% by COVID-19 patients. This is 2.6% fuller than New Hampshire overall. ICU beds occupied constitutes 85.0%, and 39.0% by COVID-19 patients. We cannot disregard the fact that staffing at

Seacoast hospitals is a significant challenge, or that the existing staff at those hospitals are under unprecedented pressure. Mask measures can only help, and the imposition on the businesses and consuming public is, by comparison to the consequences and potential consequences, minimal.

&# 13;

Kindly take this note as our support for the City Manager's discretion and decision, and for any effort by the Council to ratify that decision. Many, many thanks.

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Thu, 01/13/2022 - 10:14

Your Name

Cheri Bach

Your Email

cheribach@comcast.net

Subject

State Public Health law

Address

15 Wibird Street, Portsmouth

Message

This is a current State Public Health Law - applicable to a pandemic affecting the residents of our state.

<http://www.gencourt.state.nh.us/rsa/html/X/141-C/141-C-1.htm>

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Thu, 01/13/2022 - 10:44

Your Name

Richard DiPentima

Your Email

rdipentima@gmail.com

Subject

Face Covering Directive

Address

16 Dunlin Way,

Message

Dear Council:

As a former NH Chief of Communicable Disease Epidemiology, a retired epidemiologist, and member of the City's Blue Ribbon Health Committee, I want to express my deep gratitude and support for the courageous and bold actions by City Manager Conrad and Health Officer McNamara to help protect our city residents, workers and visitors. Below is the NH RSA regarding communicable disease that directs the policy the state should follow to combat communicable diseases. Unfortunately, the Governor, the Executive Departments, and the legislature have not complied with their own law, and have even taken steps to contradict it. As such, it is up to individual communities to fill this void by taking the necessary action as was done by our Health Department.

I request that the Council adopt a resolution this evening that supports and endorses the City Manager and Health Officer's public health mask directive.

Thank you.

COMMUNICABLE DISEASE

Section 141-C:1

141-C:1 Policy. – The outbreak and spread of communicable disease cause unnecessary risks to health and life, interfere with the orderly workings of business, industry, government, and the process of education, and disrupt the day-to-day affairs of communities and citizens. Because the control of communicable disease may be attained by personal actions, the timely intervention of medical practices, and cooperation among health care providers, federal, state, and municipal officials, and other groups and agencies, it is hereby declared to be the policy of this state that communicable diseases be prevented, and that such occurrences be identified, controlled, and, when possible, eradicated at the earliest possible time by application of appropriate public health measures and medical practices.

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Thu, 01/13/2022 - 11:19

Your Name

Joan Jacobs

Your Email

jsjacobs@gmail.com

Subject

Masks for public health

Address

579 Sagamore Ave #20

Message

I want to commend the City Manager and Council for reinstating a city-wide mask mandate for all indoor public places in Portsmouth. This is a timely action given the surge in the virus that causes Covid (Omicron variety) because it is exceptionally contagious. It is a prudent action because the minor inconvenience of wearing face-covering is outweighed by the serious public health and economic costs of a continuing unmitigated spread of the virus. I urge you to abide by the recommendations of experts and to follow-through on the most recent public health directive. It will serve to protect us all.

Joan Jacobs, MPH

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Thu, 01/13/2022 - 12:34

Your Name

Barbara Sadick

Your Email

barbsadick@comcast.net

Subject

Support for the mask requirement

Address

271 Islington St

Message

I would like to voice my support for the City manager's requirement that masks be worn inside all buildings open to the public. I think that wearing a mask during this time of Omicron makes sense and is a simple way that each of us can help protect our fellow citizens. Sure, no one likes wearing a mask. But, it's a lot better than spreading Covid!

I am very glad that the City Manager stepped up and is doing what she can to protect our health. I urge the Council to strongly support this measure.

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Thu, 01/13/2022 - 12:42

Your Name

Ken Goldman

Your Email

kgoldman@comcast.net

Subject

SPECIAL MEETING ON THE PUBLIC HEALTH DIRECTIVE ON FACE COVERINGS

Address

271 Islington Street, Portsmouth

Message

City Councilors,

Just a short note to say that I support the City Manager's recent Public Health Directive on Face Coverings 100%. With the COVID pandemic continuing, the virus mutating, and a percentage of our population resisting vaccinations, I feel that we should take whatever actions are necessary to mitigate the negative impact of the pandemic. Like very many people, I do not like to wear a mask when in public places, but I do so because it is the responsible thing to do. I wear a mask to protect others should I be infected, and not know it, and, to a lesser extent, to protect myself from others who may be infected.

I strongly urge all of you to support this directive and keep it in place.

Thank you,

Ken Goldman

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Thu, 01/13/2022 - 12:47

Your Name

Penny Reynolds

Your Email

preynolds21@comcast.net

Subject

public directive on face coverings

Address

21 Prospect Street, Portsmouth, NH 03801

Message

I fully support the City Manager's directive on face coverings. I too would like to be free from wearing masks but until this virus is under control we need to make a real effort to limit its reach.

Thank you, Penny Reynolds

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Thu, 01/13/2022 - 13:56

Your Name

Ken Riley

Your Email

Rileyk999@gmail.com

Subject

Mask Mandate

Address

5 Hoover Dr.

Message

I don't understand the decision to reimplement the mask mandate in Portsmouth even though it's not required per the state. A large portion of the population of Portsmouth with 74% with one vaccination and 66% fully vaccinated. The mask mandate is for all individuals regardless of vaccination status. Why are the vaccinated people being punished along with the unvaccinated people by the mask mandate? Why can't the town allow businesses to let fully vaccinated individuals into their business without a mask since they've complied with nationwide call to get the vaccinations. The requirement to get the vaccination for any business over 100 people has already been mandated on the Federal level. How are we going to get the number of cases of Covid under control unless there is more incentive to get the vaccine, as in no mask required if you're vaccinated? Seems simple to me. Target the people who don't want to get the vaccine and leave the vaccinated alone.

& #13; Also, the mandate allows "gymnasiums that have instituted other mitigation measures such as vaccination requirements, Physical distancing, or enhanced ventilation systems to not require masks" yet the Planet Fitness on Lafayette requires masks for everyone. When the mask mandate went into effect last year it seems that all businesses were going out of there way to think of more and more restrictions on our lives. Evidence the one way asiles in the stores, plexiglass barriers and removing all benches from the Urban Forestry Center. I seems that once the mandate snowball starts to roll, it continues to roll until the city shuts it down. There is no mechanism in place to prevent the over enthusiastic growth of restrictions once the mandate is implemented.

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Thu, 01/13/2022 - 13:58

Your Name

Dixie Tarbell

Your Email

dixiemcleantarbell@gmail.com

Subject

Indoor mask mandate

Address

25 Driftwood Lane

Message

Just relaying my support for indoor mask wearing. Public health needs to be a top priority of civilization. When one lives in a community, one has a responsibility to enhance, not unnecessarily burden or detract from the community's safety and well being. "Safety First" "Better Safe Than Sorry" "An Ounce of Prevention Equals a Pound of Cure" "Be Considerate" and so on...

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Thu, 01/13/2022 - 17:33

Your Name

Jim Splaine

Your Email

jimsplaineportsmouth@gmail.com

Subject

Face Covering Requirement Requested By Health Officer/City Manager

Address

201 Oriental Gardens, Portsmouth, NH 03801

Message

To: Mayor Deaglan McEachern, Assistant Mayor Joanna Kelly, City Councilors:

I just returned home, and your Council meeting begins in 45 minutes. I have other obligations on which to get caught up during the next couple of hours and since I don't HAVE to be at your Council meeting (Happiness is...!) I am writing a quick couple of thoughts about the face covering discussion you will have this evening.

1. You may know that I helped lead what became a four-month effort in 2000 to adopt a face covering ordinance. First introduced in May, co-sponsored by an insightful Deaglan McEachern, it passed the Council in mid-September. This year, the approach of our Health Officer, Kim McNamara and City Manager Karen Conard was necessary in the current pandemic to save time, and reduce the politics surrounding the issue. They did their job. They did it well. With courage.

2. Yes, they and each of you supporting their call for a face covering requirement, temporary as it will be, will receive opposition, and even threats. I sure did -- dog poo (I hope that's all it was) twice was piled on my porch covered by a pile of masks; a packet filled with a dozen masks and a "bill" from the sender for picking up the "litter" in her Islington Street neighborhood; crude phone calls and personal comments outside when I was on the streets; and a strange gruffy man visiting me at dusk one night telling me he knows where I live, so I should stop pushing masks. Such is the life you have chosen on what sometimes may be controversial issues, cir. 2022 America. Please put those comments/threats into perspective -- both our Health Officer and City Manager are showing courage and intelligence with their action. I hope each of you will too, and you will have the respect and appreciation of most of us.

3. What we are experiencing right now might be the final "surge" of COVID-19, depending on more variants. Things are looking somewhat positive, though we may have more tough weeks first. If we had all done what we should have done at the outbreak, we could have beat this thing. Fighting a virus is something akin to fighting a fire -- get to the base of the fire as soon as possible, and beat it down.

Unfortunately, hesitancy in doing the right things, i.e. all of us using masks (which too many did not do even where mandated) or social-distancing, etc., let it spread. Then when vaccines came out, we saw reluctance, to this day. Let's learn something from our experience because next time -- and there WILL be another virus pandemic in Portsmouth's future -- let's do things better, smarter, quicker.

My thanks for each of you stepping up and doing your job. - Sincerely, Jim Splaine -- Has Been! :)

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Thu, 01/13/2022 - 21:37

Your Name

Richard DiPentima

Your Email

rdipentima@gmail.com

Subject

Face Covering Directive

Address

16 Dunlin Way,

Message

Dear Council Members"

Thank you for having this special meeting to hear the voice of Portsmouth citizens regarding this vital issue facing all of us. Thank you all for voting to support the actions of the City Manager and the Health Officer. Your support is critical in getting the residents and businesses to also support this important public health initiative. It was a bold and somewhat risky decision on the part of the City manager and the health Officer, and getting your unanimous support will go a long way in improving the morale of all City Staff. Well done and congratulations on restoring confidence in our Council again.

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Fri, 01/14/2022 - 03:59

Your Name

Ronald Loundon

Your Email

rloundon@outlook.com

Subject

Live Free Or Die

Address

20 Islington Street

Message

While the rest of the country is moving forward Portsmouth is moving backwards. Enough with the mandates. What happened to live free?

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Fri, 01/14/2022 - 09:47

Your Name

Jonathan Sandberg

Your Email

jfsandberg@yahoo.com

Subject

Mask Mandate at Spinnaker Point

Address

160 Bartlett Street

Message

I applaud your decision to ratify the city wide mask at last night's meeting. The Omicron phase of the pandemic is far more contagious than previous variants were and demands that we become more vigilant than ever. I was disappointed to learn then that the Spinnaker Point recreation facility is exempt from the mask mandate. I asked the director, Tim Bailey about this just now and he replied "We are exempt as mandates states the requirements, we have equipment distanced, new hvac and air ionizers so no masks."

Spinnaker serves a population that is generally more vulnerable to complications from Covid. The members tend to be older and heavier making them at greater risk to severe illness. There has been a mask mandate at Spinnaker for the past two weeks during which there has been very high compliance. Before the mandate, I observed that virtually nobody wore a masks.

I am not a public health expert by any means but it is clear from the news that we need to take every possible precaution to stave off this latest wave. An upgraded HVAC and air ionizers are all good and well but are not a substitute for masks.

Please do all you can to protect the public by reinstating the mask mandate at Spinnaker Point.

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Mon, 01/17/2022 - 12:53

Your Name

Walter F Hamilton

Your Email

walter.f.hamilton@gmail.com

Subject

The sidewalks in maple Haven

Address

47 MARIETTE DR

Message

I moved into the Maple Haven neighborhood of Portsmouth in 1999. The asphalt sidewalks were in deplorable condition then and have only gotten worse in the ensuing 22+ years. Because of their bad condition residents walk and children play in the street.

In December notices were taped to the doors of houses in Maple Haven asking us to take a survey regarding the sidewalks. We were asked if we use the sidewalks, if so, how often. Would we like the city to remove them? Would removing the sidewalks increase our use of the streets for walking/recreation? We were not asked if we would use the sidewalks if they were replaced. We were not asked if we would like a cement sidewalk or a brick one which were the choices given when Ward 2's asphalt sidewalks were replaced.

I would like to point out the sidewalks in Ward 2 were replaced when the city replaced their sewer and drainage lines. The year prior Maple Haven's sewer and drainage lines were replaced, but the city told us sidewalks were not in the budget. Part of the increased sewer charges we pay went to replace Ward 2's sidewalks, but not in other wards. This unequal treatment needs to end. Not just in Maple Haven, but in Panaway Manor and elsewhere. It is my hope that this City Council will end this disparaging treatment of neighborhoods.

Walter Hamilton

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Tue, 01/18/2022 - 10:55

Your Name

Effie Malley

Your Email

effie.malley@gmail.com

Subject

CIP funding for climate action plan - work session on Weds.

Address

428 Pleasant Street, Unit 3, Portsmouth NH

Message

Hello, thank you for the opportunity to weigh in on the capital improvement plan. I am writing in support of the climate action plan (CAP) and want to make sure you are aware of the strong and widespread support for it. We know from experience the elements that make a CAP successful: first, support from the city (the average city spent less than one half of a percent on its climate action, which is inadequate); second, actionable steps and accountable performance measures; and third, technical support to track targeted emissions levels — all elements which our CAP will provide. The CAP ties to our city's master plan goal 5 that addresses sustainability and moving towards "net zero carbon emissions" as well as other objectives. I hope you'll join me in supporting the funds for the CAP.

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Tue, 01/18/2022 - 18:39

Your Name

Benjamin Doyle

Your Email

benjamind2@icloud.com

Subject

In Support of a Portsmouth Climate Action Plan:

Address

October Drive, Greenland, NH

Message

Hello Councilors,

As a member of the Mayor's Blue Ribbon Committee on Sustainability and a participant in ECO Club at PHS, I cannot overstate my support for the implementation of a Portsmouth Climate Action Plan. We have a unique opportunity to design an effective solution around the specific needs of our city, one that will serve our future generations well.

Our eco-municipality must uphold its commitment to sustainability and sound environmental practices. Thus, a Climate Action Plan is a no-brainer for Portsmouth, and we sincerely hope to see it realized.

Thank you,

Benjamin Doyle

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Seacoast Eat Local
2 Washington St. Suite 331
Dover, NH 03820



January 17, 2022

Mayor McEachern & Portsmouth City Council
1 Junkins Ave
Portsmouth, NH 03801

Dear Mayor McEachern & City Councilors of Portsmouth,

As you may be aware, the members of Seacoast Growers Association (SGA) voted on January 9th to dissolve the organization after 40 years of operating farmers' markets. Part of what the members also voted on was for our 501(c)(3) organization to take over management of the summer farmers' markets in Portsmouth, Exeter, Dover, and Durham. We are long-time partners of the association and share many of the same vendors at our Winter Farmers' Markets. While this is certainly a major undertaking and an important transition, Seacoast Eat Local is poised to make it successful.

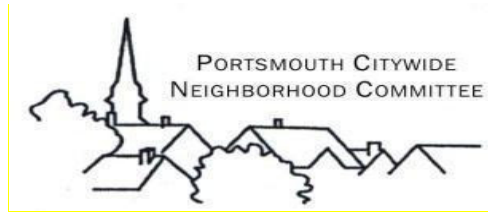
Since 2007, we've been running Winter Farmers' Markets in Exeter and Rollinsford. These markets have grown to be among of the region's most popular and well-respected farmers' markets. Additionally, our SNAP and Nutrition Incentive program has operated since 2011 and has grown the impact of the markets tremendously. For over five years, we've had a dedicated seasonal staffer at the Portsmouth Market's SNAP booth. This has given us tremendous insight to the markets operated by SGA and will allow us to hit the ground running this year.

There is still plenty of work to be done but we are looking forward to working with the board of SGA during this transition process. We respectfully request support from City Council and the Mayor's Office to assume all responsibilities for management of the Portsmouth Farmers' Market. Please feel free to reach out to me with any questions or to simply have a conversation about the upcoming season. We're looking forward to the opportunity of building upon the decades of work SGA has put into these markets.

In food and community,

A handwritten signature in black ink, appearing to read "Shawn", written in a cursive style.

Shawn Menard, Program Director



City of Portsmouth, New Hampshire Mayoral Blue-Ribbon Committee
Biennial Report to the Mayor and City Council
December 21, 2021

To: Members of the City Council,

This is our committee report for the past two years. We have had a successful tenure, given the difficulties caused by the pandemic. We, as a committee worked very hard to provide advice to neighbors, organize and carry out National Night Out and Holiday Lights citywide events and organize and moderate ward forums. Besides an annual summary, it consists of a list of activities and issues, and sketches about our committee.

Summary

During 2020, the pandemic, beginning in March, restricted our ability to meet together to address neighborhood and committee business for the first and part of the second quarter; after that, we utilized Zoom, as you all did, and eventually became better at doing that. Since the pandemic was still raging, we postponed National Night Out (NNO). Our committee decision included advice from the city's health, fire, police and public works departments. Through all this, we addressed a number of neighborhood issues via Zoom meetings, held one ward forum and accepted the mayor's invitation to sponsor and bring about Portsmouth's Holiday Lights Contest, after a seven-year hiatus.

In 2021, our committee met via Zoom once a month from January to May. In July, we finally met in person for the first time as a full committee at Dwyer's on Bridge Street. This was a combined social and planning meeting for the upcoming NNO. We sponsored a successful NNO event, hosted a number of Zoom/hybrid committee meetings and three ward forums. We have just had our second Holiday Lights Contest.

Activities

Here is a summary of meetings and activities:

- 12 committee meetings, most of them on Zoom. Comments from Neighborhood residents are always first on the agenda to discuss their issues and concerns. We held a third more meetings than we would before the pandemic.
- Four Ward forums – Wards' 1, 2, 3, 4. They were either zoom or hybrid. These forums provide a valuable venue for residents to ask questions and for city officials to find out what issues are important. The mayor, city manager, both police and fire chiefs and the director of Public Works normally sit on a panel, make comments and provide briefings, then answer questions and discuss issues brought by ward residents. Lori Soloway, our Vice-chair, organized and moderated each forum. The forum for Ward 5 is planned for 2022.
- National Night Out held on August 3rd. We had 17 neighborhoods taking part. A special thanks goes to our Police and Fire Departments and Public Works for their outstanding participation. These departments visited every neighborhood with cars, trucks, and motorcycles accompanied by city employees giving demonstrations about what they do. Last year, the event was cancelled out of caution from the raging pandemic.

- Holiday Lights Contests for 2020 and 2021. Last year, we had 76 registrants and gave out 24 awards. This year, we have 48 entries. The committee organized the event, raised cash prizes and gift certificates (thanks to the mayor), judged the entries and selected winners. The committee led by, Mark Syracuse for both years, along with children judges announced the winners at the last City Council meeting of the year.

Issues and Topics

This is a compilation of major issues raised by our concerned residents and topics discussed at our committee meetings and forums.

Issues and Concerns

- Chevrolet Avenue sidewalks – after too many years of waiting, residents were anxious for Public Works to complete the project. With a little push from the committee and the city manager, Public Works completed the project.
- Damaged storm drains – residents reported drainage problems to Public Works
- Parking problems in Islington Creek – residents of Islington Creek reported parking problems from tourists and others parking all day in the neighborhood, thus preventing home owners and employees from local businesses from parking closer to their buildings. The Parking and Traffic Safety Committee finally approved the long-awaited parking permit program allowing city residents to park on the street without receiving parking tickets. So far, the program appears to be achieving its initial goal of freeing some of the over-200 street parking spaces during the day.
- Fumes and noise from idling diesel engines in Islington Creek and North End – with rail activity on the increase in 2021, the noise and fumes from long-idling engines raised health and environmental concerns among Islington Creek, North End and other residents along the rail line. The committee's chair, Larry Cataldo is among residents to object to the noise and fumes and seek alternate solutions. Tom Hiney gave a briefing at the October 20th committee meeting. Thanks to a request by the City Manager, a NH environmental study is underway to test air quality.
- Sound barriers along I95 – Noise along Portsmouth's section of I95 has upset residents for decades. The long-promised sound barrier project has stalled and an effort to get it back on track has taken years of pushing NH to complete the work. Recently, an environmental attorney, Justin Richardson gave the committee an update on the progress. He said the project may likely be restarted soon.
- Mosquito problems - Kim McNamara, the city health officer, advised residents in Ward 3 about reported mosquito infestation in Ward 3 during a Zoom committee meeting.
- Parking problems at Little Harbor School – some residents reported illegal parking problems and difficulty finding empty spots while the Portsmouth Farmers Market is open on Saturdays.
- Woodbury Avenue speeding – one resident reported many vehicles speeding on Woodbury Avenue. She observed numerous close calls. Public Works placed crossing lights, curbside parking and other measures, but apparently to no avail.

Topics

- Portsmouth 400 – our committee has begun to work with Dawn Przychodzien, the section director for Community and Neighborhoods in planning for activities and events for the Portsmouth 400 anniversary in 2023. At our last committee meeting, Stephanie Seacord, Portsmouth's public information officer, gave the committee a briefing on the goals, organization structure and planning of the many exhibits, events and other activities. Accompanying her was Denise Wheeler, the executive team's "officer of fun" who helped answer questions. The committee will continue to actively work with them.
- Applicability of RTL – Bob Sullivan discussed NH's right-to-know laws as they apply to blue ribbon committees, such as ours.

- I95 communications tower construction plans – Atlantic Heights residents attended a NHDOT briefing on the state’s plans for a communications tower to be constructed on the I95 ramp. The committee announced the zoom meeting and participated in the Q&A.
- Change in Citywide Neighborhood Bylaws – Chair Larry Cataldo and Paul Mannle sponsored a change to the committee bylaws that would allow us to address unique neighborhood problems. Heretofore, the committee could only address problems affecting more than one neighborhood. This change allowed us to be more effective in addressing residents’ concerns.
- Efficiency proposal for National Night Out – Scott Forte, board member of Seacoast Crime Stoppers, proposed that Portsmouth should have one big NNO event instead of separate street parties. Other communities, such as Greenland and Kittery, do that. In 2021, several neighborhoods successfully merged events. The committee felt that it should try to encourage neighborhoods to merge if they want that.

Making all this possible

Without their support, we would not have had a successful tenure. Meet our very talented committee people who made all this possible – their brief biological sketches are **attached**.

Larry Cataldo – Chair

Lori Soloway – Vice Chair

Beth Margeson – Secretary

Paul Mannle

Mark Sryacusa

Dave Cosgrove

Jim Splaine – City Council representative

Special Thanks

The committee is very appreciative of the excellent support and assistance from Karen Conard and her office staff, Stephanie Seacord, Peter Rice, and Alan Brady. We would like to recognize Kathy Bergeron, former CNC chair and former committee member, Kathleen Boduck for their participation and advice. Thank you all.

Respectfully submitted,

/S/

Larry Cataldo – Chair

Attachment

Meet your Citywide Neighborhood Committee 2020-2021

Lori Soloway – Ward 1. Lori joined us in September 16, 2019. Currently she is Vice-Chair and is organizing all the Ward forums. She has extensive experience in human resources and when employed as the HR Director for a New England town, she worked closely with its various boards.

Paul Mannle - Ward 3. Paul has served the committee since May 2014. He worked on a Capital Improvement Plan to ensure a fair budget allocation for each ward. In addition, he contributed to the Dilapidated Properties study/recommendations for the committee and actively assisted the Islington Creek neighborhood on seeking a permit program to alleviate crowded street parking. He, a two-time candidate for City Council, also served on Portsmouth Listens in various capacities. The City Council approved his nomination to the Zoning Board of Adjustment on December 20, 2021.

Beth Margeson – Ward 5. Beth, accepted on the committee on April 6, 2020, is currently our secretary. She is an attorney handling child abuse and neglect cases for the Division for Children, Youth and Families. She is a current board member and officer of the Friends of Prescott Park, Inc., a former board member and officer of the Portsmouth Women's City Club, former coordinator of Little Harbour School's after-school enrichment program, and former board member of Portsmouth Little League. She is a proud member of the Benevolent and Protective Order of Elks, Lodge No. 97. Moreover, she has been an advocate for her South End neighborhood. In September 2021, she was appointed to the Zoning Board of Adjustment.

Dave Cosgrove – Ward 3. Dave works locally as a software architect/engineer and was recently accepted by the City Council on March 16, 2020. He provides all of the essential computer support for the committee. Earlier in his career, he worked as a financial analyst and has served terms as both the Assistant Treasurer and Treasurer of the New Franklin School PTO. In addition to these positions, he has volunteered helping coach girls' softball and basketball with the Portsmouth Girls Softball Association and New Franklin School respectively. He is currently serving on the Skateboard Park Blue Ribbon Committee.

Mark Syracuse – Ward 4. Mark, who became a member on March 16, 2020, is a long-time independent contractor in the restoration business and an active fund raiser for such non-profits as Habitats for Humanity, Safe Harbor and the Chase Home. He is a former volunteer firefighter in New Castle and an original member of the Pierce Island Blue Ribbon Committee. He continues to be an activist for the Elwin Park neighborhood. He volunteered to take the lead for Portsmouth's Holiday Lights contest for 2020 and 2021.

Larry Cataldo – Ward 2. Larry joined the committee in May 2015 and is currently its chair. While on the committee, he spearheaded the study on Dilapidated Properties. He was the coordinator for Islington Creek's effort to secure a neighborhood parking permit program. Prior to that, he served on the Taxi Commission for almost two years, introducing new ride services to the city. He is the former treasurer with Portsmouth Citizens Alliance and Portsmouth Citizens for Transparency, both political advocacy groups. He comes from a diverse background as a telecommunications business process consultant, an overseas project manager and company vice president and comptroller.

Jim Splaine – Ward 1. Jim is our City Council representative for the second time. He represented the Committee in 2015 and 2016 and was one of its founding members in the early 1990s. He is currently the Assistant Mayor, a position he held for 5 previous terms and served as a state representative for many years and a state senator for several terms. He served on the Portsmouth School Board and recently on the Police Commission. He still conducts neighborhood walks as he had on the original neighborhood committee.