

TO: KAREN CONARD, CITY MANAGER

FROM: KELLI L. BARNABY, CITY CLERK

RE: ACTIONS TAKEN AT THE PORTSMOUTH CITY COUNCIL MEETING HELD IN THE EILEEN DONDERO FOLEY COUNCIL CHAMBERS ON MONDAY, MARCH 21, 2022

PRESENT: MAYOR McEACHERN, ASSISTANT MAYOR KELLEY, COUNCILORS TABOR, DENTON (excused from remainder of meeting at 8:25 p.m.), MOREAU, BAGLEY, LOMBARDI, BLALOCK AND COOK

1. Anticipated Non-Public Session relating and pursuant to Legal Advice and Acquisition of Real Estate – RSA 91-A:3, II (l) & RSA 91-A:3, II (d) On a roll call 7-0, **voted** to enter into Non-Public Session to discuss the Acquisition of Real Estate and Legal Advice. Councilor Denton and Councilor Blalock were not present for vote.
2. On a unanimous roll call 9-0, **voted** to suspend the remainder of the Non-Public Session until the end of the City Council meeting.
3. Proclamation – Greek Independence Day – There was a vocal performance by the Children of Saint Nicholas Greek Orthodox Church. Mayor McEachern read the Proclamation and proclaimed March 25th as Greek Independence Day.
4. Recognition for Fire Event on February 25, 2022 to Jayceon and Tristan – Postponed until the April 4, 2022 City Council meeting.
5. Recognition of John Cavanaugh for his efforts in raising awareness of the humanitarian crisis in Ukraine – **Voted** to suspend the rules to have Mr. Cavanaugh come forward to speak to the City Council on this matter.

Mayor McEachern thanked Mr. Cavanaugh for his efforts in raising awareness of this humanitarian crisis and gave him a City of Portsmouth coin.
6. Public Comment Session – There were nine speakers: Marianne Janik (Brick Market Project and lack of communication by the developer); Rick Becksted (Demolition Ordinance); Arthur Clough, Mark Brighton (Ethics Complaint); Josh Denton, VFW Commander Post #168 (Parade for End of the Afghanistan War on May 1st); Esther Kennedy, Shelley Saunders, via zoom (Audit Committee); Petra Huda (Non-Public Session subjects to be listed on Council Agenda & Audit Committee); and Paige Trace (Small Downtown Businesses needing assistance).
7. **Voted** to suspend the rules in order to bring forward Item XIII. B. – Presentation from City Assessor on 2022 Statistical Revaluation.
8. Presentation from City Assessor on 2022 Statistical Revaluation – City Assessor Lentz provided a detailed presentation on the 2022 Statistical Revaluation and addressed the tentative timeline for the process.

9. Public Hearing/Adoption of Resolutions – Resolution Pursuant to RSA 72:39-b, amending the Elderly Exemption from Property Tax, Based on Assessed Value for Qualified Taxpayers, such that the Exemptions shall be available only when the Qualifying Taxpayer(s) assets do not exceed \$500,000.00 whether Single or Married – Held a public hearing. On unanimous roll call 9-0, **voted** to adopt the resolution as presented.
10. Public Hearing/Adoption of Resolutions – Resolution Pursuant to RSA 72:37-b, amending the Disabled Exemption from Property Tax, Based on Assessed Value for Qualified Taxpayers, such that the Exemptions shall be available only when the Qualifying Taxpayer(s) Assets do not exceed \$500,000.00 whether Single or Married – Held a public hearing. **Voted** to adopt the resolution as presented.
11. Public Hearing/Adoption of Resolutions – Resolution Pursuant to RSA 72:35, modifying the Optional Tax Credit for Service-Connected Total Disability in the amount of \$4,000.00 as of April 1, 2022 on the Taxes Due on the Residential Property of any Veteran who has been Honorably Discharged or an Officer Honorably Separated from the Military Service of the United States and who has total and Permanent Service-Connected Disability, or who is a double amputee or paraplegic because of Service-Connected Injury, or the Surviving Spouse of such a person who has not Remarried – Held a public hearing. **Voted** to adopt the resolution as presented.
12. **Voted** to suspend the rules to bring forward Item XV. C.1. – Fee Committee’s recommendation regarding FY23 Prescott Park License Fees.
13. Fee Committee’s recommendation regarding FY23 Prescott Park License Fees – **Voted** to adopt the Fee Committee’s recommendations to reduce the FY23 Prescott Park License Fees by 1/3. *The fees are as follows: New Hampshire Art Association - \$1,080.00; the Gundalow Company - \$4,679.00 and Prescott Park Arts Festival - \$14,396.00.*
14. Watson’s Landing Subdivision Easements for Property Located at 1 Clark Drive – **Voted** to accept an Access Easement for Water Service, a Sidewalk and Utility Easement, and an Access Easement for Water Service from Chinburg Development, LLC over property located at Watson’s Landing.
15. Request for Public Hearing on Resolution Related to the Feasibility and Design of a New Police Facility and/or Rehabilitation of the Existing Facility – **Voted** to authorize the City Manager to bring back for public hearing and adoption, the proposed Bonding Authorization for the Feasibility and design of a new Police Facility and or rehabilitation of the existing facility, as presented, for the April 4, 2022 City Council meeting.
16. Consent Agenda – **Voted** to adopt the Consent Agenda.
 - A. Request from Seth Bordonaro, of Vieux Port to install a Projecting Sign at 108 Penhallow Street (***Anticipated action - move to approve the aforementioned Projecting Sign License as recommended by the Planning Director, and further, authorize the City Manager to execute the License Agreement for this request***)

Planning Director’s Stipulations

- ***The license shall be approved by the Legal Department as to content and form;***

- **Any removal or relocation of projecting sign, for any reason, shall be done at no cost to the City; and**
 - **Any disturbance of a sidewalk, street or other public infrastructure resulting from the installation, relocation or removal of the projecting sign, for any reason shall be restored at no cost to the City and shall be subject to review and acceptance by the Department of Public Works**
- B. Letter from Mark MacKenzie, Granite State Wheelmen Bicycle Club, requesting permission to hold the 48th annual Seacoast Century Bike Ride on Saturday, September 24, 2022 **(Anticipated action – move to refer to the City Manager with Authority to Act)**
- C. Letter from Paul Rodriguez, Margarita Half Marathon, requesting permission to hold the Margarita Half Marathon & 5K on Sunday, May 1, 2022 **(Anticipated action – move to refer to the City Manager with Authority to Act)**
- D. Eversource Petition and Pole License Requests:
- Installation of 1 pole on Rockingham Avenue #63-0736
 - Installation of 1 pole at Intersection of Banfield Road and Walford Lane #63-0729 **(Anticipated action – move to refer to the City Manager with Authority to Act)**
17. Email Correspondence – **Voted** to accept and place on file.
18. Letter from Josh Denton, Commander VFW Post #168, inviting Mayor McEachern, Assistant Mayor Kelley and City Councilors to observe the Welcome Home: End of the Afghanistan War Parade on Sunday, May 1, 2022 at 10:00 a.m. – **Voted** to accept and place on file.
19. Letter from Karen Conard, City Manager requesting the Council to conduct her evaluation as per the terms of her Employment Agreement with the City – **Voted** to form the City Manager Evaluation Committee composing of Mayor McEachern, Councilor Tabor and Councilor Denton.
20. Appointments to be Considered – The City Council considered the appointment applications below to be acted upon at the April 4, 2022 City Council meeting.
- Reappointment of Rob Capone to the Cable Television & Communications Commission
 - Appointment of Loreley Godfrey to the Sustainable Practices Blue Ribbon Committee
 - Appointment of Alana Rooke to the Arts & Non Profits Blue Ribbon Committee
21. Request for Vote to Appoint Members to Community Power Coalition of NH – **Voted** that the City Council authorize Kevin Charette, a member of the city’s Energy Advisory Committee, to fill Portsmouth’s seat on the board of directors of the Community Power Coalition of New Hampshire, and to approve Peter Rice, Director of Public Works, as alternate to that seat.
22. Selection of an Audit Firm for FY2022 – On a unanimous roll call 8-0, **voted** to maintain Melanson as our Audit Firm for one year and that another RFP process take place in August. Councilor Denton was not present for vote.

23. Discussion on Use of Loading Zone as Parking Inventory – **Voted** acceptance of November 16, 2021 minutes authorizes implementation of temporary parking and traffic regulation for creation of loading zones as metered parking inventory for designated times.
- Mayor McEachern requested the City Manager provide a report back regarding the installation of signage with QR codes allowing residents and business owners to provide feedback on the matter of loading zones becoming parking metered spaces after 3:00 p.m.
24. Conversion of 3 Unmetered Parking Spaces Adjacent to the Park at Market Street and Russell Street to Zone B – **Voted** acceptance of November 16, 2021 minutes authorizes the conversion of 3 unmetered parking spaces on Market Street to metered spaces in Zone B, Standard Occupancy Zone.
25. Parking and Traffic Safety Committee Action Sheets and Minutes of the November 16, 2021; January 6, 2022; February 3, 2022 and March 3, 2022 meetings – **Voted** to accept and approve the action sheets and minutes of the November 16, 2021; January 6, 2022; February 3, 2022 and March 3, 2022 Parking and Traffic Safety Committee meetings.
26. Acceptance of Donations to the Portsmouth NH 400th – **Voted** to approve and accept the donations as presented.
- Roberta Keenan - \$50.00
 - Peter & Kathleen Somssich - \$623.00
27. Approval of Clean Water State Revolving Fund (CWSRF) and American Rescue Plan Act (ARPA) Grant for Wastewater Infrastructure Projects – **Voted** to approve and accept grants for the City of Portsmouth up to \$2,080,500.00 from the Clean Water State Revolving Fund as presented.
28. Letter from Cheryl Pagano, Moe's Italian Sandwiches regarding the Brick Market Project (Not on Agenda) – Councilor Tabor requested that a 15-minute parking space possibly on Market Street or Pleasant Street be created for curbside take out during the street closure of Daniel Street.
29. At 9:45 p.m., the City Council returned to Non-Public Session.
30. At 10:30 p.m., **voted** to adjourn the Non-Public Session, seal the minutes, and adjourn the City Council meeting.

Respectfully submitted by:

Kelli L. Barnaby, MMC/CNHMC
City Clerk