

CITY COUNCIL MEETING

MUNICIPAL COMPLEX, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, PORTSMOUTH, NH
DATE: MONDAY, MARCH 21, 2022 TIME: 6:15PM

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_y1KBXQplQtg2HIEiyFXP5g

6:15PM – ANTICIPATED NON-PUBLIC SESSIONS RELATING AND PURSUANT TO LEGAL ADVICE AND ACQUISITION OF REAL ESTATE – RSA 91-A:3, II (I) & RSA 91-A:3, I (d)

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**

PROCLAMATION

1. Greek Independence Day – Vocal Performance by Children of Saint Nicholas Greek Orthodox Church

VII. **ACCEPTANCE OF MINUTES** *(There are no minutes on for acceptance this evening)*

VIII. **RECOGNITIONS AND VOLUNTEER COMMITTEE REPORTS**

1. *Recognition for Fire Event on February 25, 2022 to Jayceon and Tristan
2. *Recognition of John Cavanaugh for his efforts in raising awareness of the humanitarian crisis in Ukraine

IX. **PUBLIC COMMENT SESSION** *(This session shall not exceed 45 minutes) – (participation may be in person or via Zoom)*

X. **PUBLIC HEARINGS AND VOTE ON ORDINANCE AND/OR RESOLUTIONS**

Public Hearing/Adoption of Resolutions:

- A. 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
 - **PRESENTATION**
 - **CITY COUNCIL QUESTIONS**
 - **PUBLIC HEARING SPEAKERS**
 - **ADDITIONAL COUNCIL QUESTIONS AND DELIBERATIONS**

- B. 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
 - **PRESENTATION**
 - **CITY COUNCIL QUESTIONS**
 - **PUBLIC HEARING SPEAKERS**
 - **ADDITIONAL COUNCIL QUESTIONS AND DELIBERATIONS**

- C. 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
 - **PRESENTATION**
 - **CITY COUNCIL QUESTIONS**
 - **PUBLIC HEARING SPEAKERS**
 - **ADDITIONAL COUNCIL QUESTIONS AND DELIBERATIONS**

XI. CITY MANAGER’S ITEMS WHICH REQUIRE ACTION

A. CITY MANAGER CONARD

City Manager’s Items Which Require Action:

1. Watson’s Landing Subdivision Easements for Property Located at 1 Clark Drive
2. Request for Public Hearing on Resolution Related to the Feasibility and Design of a New Police Facility and/or Rehabilitation of the Existing Facility

XII. CONSENT AGENDA

(Proper Motion for Adoption of Consent Agenda - move 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)***

XIII. PRESENTATIONS AND WRITTEN COMMUNICATIONS

- A. Email Correspondence ***(Sample motion – move to accept and place on file)***
- B. *Presentation from City Assessor on 2022 Statistical Revaluation
- C. 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. ***(Sample motion – move to accept and place on file)***
- D. Letter from Karen Conard, City Manager requesting the Council to conduct her evaluation as per the terms of her Employment Agreement with the City

XIV. MAYOR McEACHERN

1. Appointments to be Considered:
- Reappointment of Rob Capone to the Cable Television & Communications Commission
 - Appointment of Loreley Godfrey to the Sustainable Practices Blue Ribbon Committee

XV. CITY COUNCIL MEMBERS

A. COUNCILOR TABOR

1. Request for Vote to Appoint Members to Community Power Coalition of NH ***(Sample motion – moved 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)***

B. COUNCILOR TABOR & COUNCILOR COOK

1. *Selection of an Audit Firm for FY2022

C. COUNCILOR DENTON

1. *Fee Committee's recommendation regarding FY23 Prescott Park License Fees (***Sample motion – move to adopt the Fee Committee's recommendation to reduce the FY23 Prescott Park License Fees by 1/3***) (*The discounted Prescott Park license fees would be \$1,080.00 for the New Hampshire Art Association, \$4,679.00 for the Gundalow Company, and \$14,396.00 for the Prescott Park Arts Festival. This recognition of the ongoing pandemic's uncertainty is in line with all their fees being waived in FY21 and their fees being reduced by 2/3 in FY22*)

D. COUNCILOR BAGLEY

1. **Action Items Needing Approval by City Council:**
 - Discussion on Use of Loading Zone as Parking Inventory (***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***)
 - Conversion of 3 Unmetered Parking Spaces Adjacent to the Park at Market Street and Russell Street to Zone B (***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***)
2. 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 (***Sample motion – move 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***)

XVI. APPROVAL OF GRANTS/DONATIONS

- A. *Acceptance of Donations to the PortsmouthNH 400th
 - Roberta Keenan - \$50.00
 - Peter & Kathleen Somssich - \$623.00(***Sample motion – move to approve and accept the donations as presented***)
- B. Approval of Clean Water State Revolving Fund (CWSRF) and American Rescue Plan Act (ARPA) Grant for Wastewater Infrastructure Projects (***Sample motion – move 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***)

XVII. CITY MANAGER'S INFORMATIONAL ITEMS

1. Status Update on the Skateboard Park
2. Construction Update from Public Works
3. Payments May be Made Via Cryptocurrency Through Paypal
4. *Funding for Great Bay Waterline Project

XVIII. MISCELLANEOUS BUSINESS INCLUDING BUSINESS REMAINING UNFINISHED AT PREVIOUS MEETING

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

**Indicates verbal report*

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

The Council Chambers City Hall Portsmouth, New Hampshire A Proclamation

Whereas: The Founding Fathers of America drew direct inspiration from the ideals and practices of Ancient Greece when forming the world's first modern democracy and framing the Constitution that provides the guidance by which we live; and

Whereas: 201 years ago, inspired by the same ideals of liberty, self-governance, and passionate belief in democracy that sparked the American Revolution, the people of Greece declared their independence from the Ottoman Empire. Now, every March 25th marks Greek Independence Day, a celebration of the history and values that unites the United States of America and the Hellenic Republic, a crucial NATO ally and friend of the U.S.; and

Whereas: Today, Greeks around the world gather on Greek Independence Day to reflect with pride and passion on the liberation of their home nation and the resolute actions of their forebears; and

Whereas: Portsmouth has a thriving Greek community, many of whom are parishioners of the Saint Nicholas Greek Orthodox Church, which celebrated its 90th Anniversary in 2021. The founding congregation of only 25 men and 3 women arrived from Greece with great dreams and determination and established a lasting legacy of hard work and generosity. Saint Nicholas is now the flourishing and active home of worship and culture to over 250 families. It is fittingly located on Andrew Jarvis Drive, an homage to the Greek American businessman and politician who served as Mayor of Portsmouth from 1958-1959; and

Whereas: Each year, the Saint Nicholas community proudly leads Portsmouth in its celebration of Greek Independence Day. Residents young and old gather to enjoy traditional dancing, poetry, costumes, speeches and food in recognition of the influence and contributions the Greek community has made to New Hampshire; and

Whereas: The global pandemic impacted the Saint Nicholas Greek Orthodox Church's 90th Anniversary festivities, so 2022 will see a continuation of this celebration with the return of the Saint Nicholas Greek Festival on June 24th and 25th. It will be a wonderful showcase of ethnic pride and invitation for all community members to be Greek for a day.

Now, therefore, I, Deaglan McEachern, Mayor of the City of Portsmouth, on behalf of the members of the City Council and citizens of Portsmouth, do hereby proclaim March 25th, 2022 as

Greek Independence Day

and call upon the residents of Portsmouth to join in observation and celebration.



Given with my hand and the
Seal of the City of Portsmouth,
on this 21st day of March, 2022


Deaglan McEachern, Mayor of Portsmouth

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Portsmouth City Council on Monday, March 21, 2022 at 7:00 p.m., at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, Portsmouth, NH, on a proposed Resolution Pursuant to RSA 72:39-b, the City of Portsmouth hereby amends 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.

The elderly exemption shall remain unchanged except as amended hereby.

The complete Resolution is available for review in the Office of the City Clerk and Portsmouth Public Library, during regular business hours.

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

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Portsmouth City Council on Monday, March 21, 2022 at 7:00 p.m., at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, Portsmouth, NH, on a proposed Resolution Pursuant to RSA 72:39-b, the City of Portsmouth hereby amends 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. The elderly exemption shall remain unchanged except as amended hereby. The complete Resolution is available for review in the Office of the City Clerk and Portsmouth Public Library, during regular business hours.

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

**THE CITY OF PORTSMOUTH
TWO THOUSAND TWENTY-TWO
PORTSMOUTH, NEW HAMPSHIRE**

ELDERLY EXEMPTION

RESOLUTION # - 2022

BE IT RESOLVED:

Pursuant to RSA 72:39-b, the City of Portsmouth hereby amends 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 whether single or married.

The elderly exemption shall remain unchanged except as amended hereby.

THAT this Resolution shall take effect upon its passage.

APPROVED:

DEAGLAN McEACHERN, MAYOR

ADOPTED BY THE CITY COUNCIL:

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

NOTE: This amendment becomes effective for the tax year April 1, 2022.

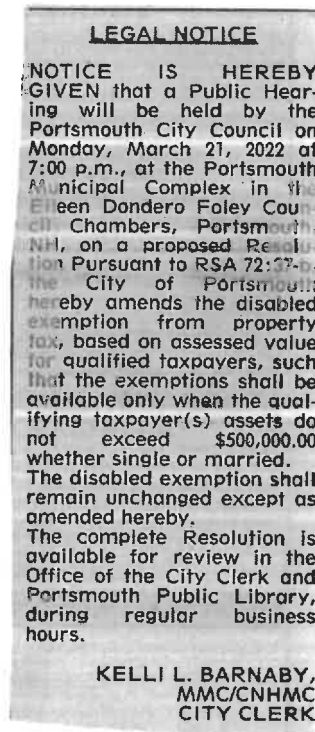
LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Portsmouth City Council on Monday, March 21, 2022 at 7:00 p.m., at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, Portsmouth, NH, on a proposed Resolution Pursuant to RSA 72:37-b, the City of Portsmouth hereby amends 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.

The disabled exemption shall remain unchanged except as amended hereby.

The complete Resolution is available for review in the Office of the City Clerk and Portsmouth Public Library, during regular business hours.

KELLI L. BARNABY, MMC/CNHMC
CITY CLERK



**THE CITY OF PORTSMOUTH
TWO THOUSAND TWENTY-TWO
PORTSMOUTH, NEW HAMPSHIRE**

DISABLED EXEMPTION

RESOLUTION # - 2022

BE IT RESOLVED:

Pursuant to RSA 72:37-b, the City of Portsmouth hereby amends 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 whether single or married.

The disabled exemption shall remain unchanged except as amended hereby.

THAT this Resolution shall take effect upon its passage.

APPROVED:

DEAGLAN McEACHERN, MAYOR

ADOPTED BY THE CITY COUNCIL:

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

NOTE: This amendment becomes effective for the tax year April 1, 2022.

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Portsmouth City Council on Monday, March 21, 2022 at 7:00 p.m., at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, Portsmouth, NH, on a proposed Resolution Pursuant to RSA 72:35, the City of Portsmouth hereby modifies 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. The complete Resolution is available for review in the Office of the City Clerk and Portsmouth Public Library, during regular business hours.

KELLI L. BARNABY, MMC/CNHMC
CITY CLERK

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Portsmouth City Council on Monday, March 21, 2022 at 7:00 p.m., at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, Portsmouth, NH, on a proposed Resolution Pursuant to RSA 72:35, the City of Portsmouth hereby modifies 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. The complete Resolution is available for review in the Office of the City Clerk and Portsmouth Public Library, during regular business hours.

KELLI L. BARNABY,
MMC/CNHMC
CITY CLERK

**THE CITY OF PORTSMOUTH
TWO THOUSAND TWENTY-TWO
PORTSMOUTH, NEW HAMPSHIRE**

SERVICE-CONNECTED TOTAL DISABILITY TAX CREDIT

RESOLUTION #

BE IT RESOLVED:

Pursuant to RSA 72:35, the City of Portsmouth hereby modifies 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.

THAT that this Resolution shall take effect upon its passage.

APPROVED:

DEAGLAN McEACHERN, MAYOR

ADOPTED BY THE CITY COUNCIL:

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

NOTE: This amendment becomes effective for the tax year April 1, 2022.



CITY OF PORTSMOUTH

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

Karen S. Conard
City Manager

Date: March 17, 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 March 21, 2022

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

A. Public Hearing and Adoption of Resolution Amending the Elderly Exemption Asset Limit to \$500,000:

Annually, the City of Portsmouth reviews the asset levels for the elderly exemption from property taxes. Attached please find [a resolution amending these limits](#).

I recommend that the City Council move to adopt the resolution as presented.

B. Public Hearing and Adoption of Resolution Amending the Disabled Exemption Asset Limit to \$500,000:

Annually, the City of Portsmouth reviews the asset levels for the disabled exemption from property taxes. Attached please find [a resolution amending these limits](#).

I recommend that the City Council move to adopt the resolution as presented.

C. Public Hearing and Adoption of Resolution Modifying the Optional Tax Credit for Service-Connected Total Disability in the Amount of \$4,000:

During the City Council meeting on March 7, 2022, Councilor Denton and Councilor Lombardi requested that the City Council conduct a public hearing regarding an increase to the Optional Tax Credit for Service-Connected Total Disability to the amount of \$4,000 in accordance with RSA 72:27(a). [Attached is a proposed Resolution](#).

In 2019, the prior City Council voted to increase the tax credit incrementally every year beginning 2019 until it reach the \$4,000 limit by 2027. This increase, if adopted will take effect April 1, 2022.

Provisions within of RSA 72:35 for the Optional Tax Credit for Service-Connected Total Disability state:

The optional tax credit for service-connected total disability, upon adoption by a city or town pursuant to RSA 72:27-a, shall be an amount from \$701 up to \$4,000.

Any person 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 may qualify for the tax credit.

The optional tax credit may be applied only to property which is occupied as the principal place of abode by the disabled person or the surviving spouse.

Any person applying for the optional tax credit under this section shall furnish to the assessors or selectmen certification from the United States Department of Veterans' Affairs that the applicant is rated totally and permanently disabled from service connection.

XI. City Manager's Items which Require Action:

1. Watson's Landing Subdivision Easements for Property Located at 1 Clark Drive:

As a part of the approval process for the new subdivision known as Watson's Landing, located off of Clark Drive, the Planning Board required in part that the developer, Chinburg Development LLC, convey three easements to the City. These three easements are as follows: [an Access Easement for Water Service](#), a [Sidewalk and Utility Easement](#), and an [Access Easement for Sewer Service](#).

The subdivision will be served by City water, and the Blanket Access Easement for Water Services permits City staff to enter onto each of the properties to access valves in order to conduct testing and generally protect City infrastructure. There is also an existing City foot path connecting Clark Drive to Market Street which will be impacted by the development, and the sidewalk and Utility Easement will ensure continued access to this path. Finally, there is an existing City water line crossing the subdivision land from Market Street to Clark Drive, and the Access Easement for Water Service provides City staff with improved access to this water line.

The Planning Board approved these easements through subdivision and site plan approval at its meeting on March 18, 2021. Planning, Public Works, and the Legal Departments have all reviewed and approved these easements. [The recorded easements are attached.](#)

I recommend that the City Council move 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.

2. **Request for Public Hearing on Resolution Related to the Feasibility and Design of a New Police Facility and/or Rehabilitation of the Existing Facility:**

At the request of the City Council following a discussion on the [Police Facility element sheet in the FY23-28 CIP](#), I bring forth this request to formally authorize a bond issue of up to \$1.4 million for costs related to the feasibility and design of a new Police Facility and/or the rehabilitation of the existing facility as approved in the FY22 CIP and to hold a public hearing on the [proposed Bonding Resolution](#) at the April 4, 2022 City Council Meeting.

I recommend the City Council move 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. Please note that Bonding Resolutions require a public hearing and a 2/3 roll call vote for adoption.

XII. Consent Agenda:

A. **Projecting Sign License – 108 Penhallow Street:**

Permission is being sought to install a [projecting sign at 108 Penhallow Street](#) that extends over the public right of way, as follows:

Sign dimensions: 41” x 27”

Sign area: 7.6 sq. ft.

The proposed sign complies with zoning requirements. If a license is granted by the City Council, no other municipal approvals are needed. Therefore, *I recommend approval of a revocable municipal license, subject to the following conditions:*

1. *The license shall be approved by the Legal Department as to content and form;*
2. *Any removal or relocation of the sign, for any reason, shall be done at no cost to the City; and*
3. *Any disturbance of a sidewalk, street or other public infrastructure resulting from the installation, relocation or removal of the signs, 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.*

XVI. Approval of Grants/Donations:

A. **Approval of Various Donations for PortsmouthNH 400th:**

The City received various donations to the PortsmouthNH 400th from:

- Roberta Keenan - \$50
- Peter and Kathleen Somssich - \$623

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

B. Approval of Clean Water State Revolving Fund (CWSRF) and American Rescue Plan Act (ARPA) Grant for Wastewater Infrastructure Projects:

Attached please find a memorandum from City staff regarding a grant for various Wastewater Infrastructure projects.

I recommend that the City Council move to approve and accept grants for the City of Portsmouth up to \$2,080,500 from the Clean Water State Revolving Fund as presented.

XVII. City Manager's Informational Items:

1. Status Update on the Skateboard Park:

Attached please find a memorandum regarding the Skateboard Park from Pillar Design Studios.

2. Construction Update from Public Works:

A memorandum from the Director of Public Works regarding Daniel Street construction in April is attached for your information.

3. Payments May be Made Via Cryptocurrency Through PayPal:

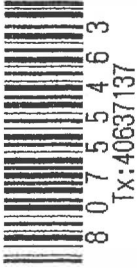
Attached please find information regarding the City accepting cryptocurrency through PayPal.

4. Funding for Great Bay Waterline Project:

As part of the Bill H.R. 2471, the "Consolidated Appropriations Act, 2022, which was signed on March 15, 2022 by President Biden, I am pleased to announce that the Great Bay Waterline Project will be receiving \$600,000 in grant funding from the Federal Government.

The City owns and maintains a 7 mile crosscountry drinking water transmission main that brings treated drinking water from the Madbury Water Treatment Plant to Portsmouth. The 24-inch main carries approximately 60% of the water serving the City's regional water system that includes Portsmouth, Newington, Greenland, New Castle and portions of Madbury, Dover, Durham and Rye. The main crosses the Little Bay, approximately 4,000 ft. to the southwest of the Scammell Bridge (US Route 4). At the crossing, the 24-inch concrete pipe transitions to two 20-inch cast iron pipes from the Durham shore to the Fox Point shore in Newington. The two parallel transmission mains, installed in the 1950s, are approximately 3,200 feet in length across the bay. A dive inspection completed in 2016 observed that portions of the two cast iron pipes have become exposed to salt water and have experienced significant exterior corrosion, with corrosion pits greater than 50% of the pipe wall thickness in some instances. This critical water main requires replacement for the City to maintain a safe, reliable supply of drinking water to the regional water system.

The proposed project involves installing one 24-inch, high density polyethylene pipe (HDPE) on the floor of the bay in a previously disturbed corridor between the existing cast iron pipes crossing Little Bay, with connections to the existing transmission main on the Durham and Newington shores. Several alternatives for water main replacement were evaluated including directionally drilling, establishing a new water main route along existing roads and bridges, and rehabilitating the existing pipes. Installation of a replacement pipe on the channel floor was selected as the most technically feasible and viable solution for providing a reliable drinking water supply from the Madbury drinking water treatment facility.



Return to:
 City of Portsmouth
 1 Junkins Ave
 Portsmouth, NH 03801

CM Action Item #1

#:
 Boc
 Register of Deeds, Rockingham County

Cathy Ann Seary

RECORDING 22.00
 SURCHARGE 2.00

BLANKET ACCESS EASEMENT DEED FOR WATER SERVICE

KNOW ALL PERSONS BY THESE PRESENTS, that **Chinburg Development, LLC**, a New Hampshire limited liability company with a mailing address of 3 Penstock Way, Newmarket, Rockingham County, New Hampshire 03857 (“Grantor”), for consideration paid, with Warranty Covenants, grants to the **City of Portsmouth**, a municipal corporation organized under the laws of New Hampshire, having a place of business at 1 Junkins Avenue, Portsmouth, Rockingham County, New Hampshire 03801 (“Grantee”), the following easement:


1. Easement Area. A blanket access easement over and through the private right of way for the Watson’s Landing Subdivision identified as the roadway parcel, Tax Map 209, Lot 33-4, on the plan entitled “Watson’s Landing Subdivision Plan,” prepared by Altus Engineering, Inc., dated December 2, 2021, and recorded at the Rockingham County Registry of Deeds as Plan D- 43098 (the “Plan”), as more particularly described in **Exhibit A** attached hereto.
2. Purpose and Rights. The Grantee shall have a perpetual, permanent uninterrupted and unobstructed nonexclusive easement in the Easement Area for the purpose of enabling the Grantee to access private water infrastructure including mains, water shutoffs, and valves for the limited purpose of leak detection and similar infrastructure inspection services and for access to valves for purposes of turning on and shutting off municipal water service, hydro flushing and flow testing in the Easement Area. Grantee shall have no responsibility for installation, maintenance, operation, or replacement of the sewer infrastructure. Grantee shall restore any disturbed areas disturbed by the Grantee within the easement area to its prior condition at the Grantee's expense.
3. Retained Rights. Grantor retains the right to freely use and enjoy its interest in the easement area insofar as the exercise thereof does not interfere with the purpose of this instrument.

4. Easement To Run With Land. All rights and privileges, obligations and liabilities created by this instrument inuring to the benefit of and binding upon the Grantee shall be held in gross and accrue to the benefit of the heirs, devisees, administrators, executor, successors and assignees of the Grantee. All rights and privileges, obligations and liabilities created by this instrument shall be binding upon and accruing to the benefit of Grantor, its heirs, devisees, administrators, executor, successors and assignees shall run with the land.
5. Title Reference. Meaning and intending to describe and convey easements over a portion of the land conveyed to the grantor by deed dated on or around December 1, 2021 and recorded at Rockingham County Registry of Deeds herewith, as subdivided into five (5) lots as shown on the Plan, being Tax Map 209 Lots 33-0, 33-1, 33-2, 33-3 and 33-4.
6. Transfer Tax/LCHIP. This transaction is exempt from real estate transfer tax pursuant to R.S.A. 78-B:2, I and LCHIP pursuant to RSA 478:17-g,II(a).

[Signature continues on next page.]

Executed this 9th day of December, 2021.

Chinburg Development, LLC

By: 
Eric J. Chinburg, Manager

STATE OF NEW HAMPSHIRE
ROCKINGHAM, SS

The instrument was acknowledged before me on December 9th, 2021, by Eric J. Chinburg, as the duly authorized Manager of Chinburg Development, LLC.

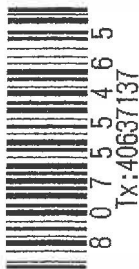

Notary Public
My Commission Expires:



Exhibit A**Legal Description of the Easement Area**

A certain parcel of land in Portsmouth, Rockingham County identified as the roadway parcel, Tax Map 209, Lot 33-4, on the plan entitled "Watson's Landing Subdivision Plan," prepared by Altus Engineering, Inc., dated September 30, 2021, and recorded at the Rockingham County Registry of Deeds as Plan D-43098 (the "Plan"), as more particularly described as follows:

Beginning at a point at land now or formerly of Nancy A. Gobbi on the Northerly sideline of said Cutts Street, so-called;
thence proceeding North 35° 38' 52" East for a distance of 42.51 feet to a point;
thence turning and running along a curve to the right with a radius of 230 feet for a distance of a 135.95 feet to a point;
thence turning and running North 69° 30' 52" East for a distance of 7.86 feet to a point;
thence turning and running on a curve to the left with a radius of 700.00 feet for a distance of 95.35 feet to a point;
thence continuing on a curve to the left with a radius of 700.00 feet for a distance of 10.94 feet to a point;
thence turning on a curve to the right with a radius of 63.00 feet for a distance of 89.06 feet to a point;
thence continuing on a curve to the right with a radius of 63.00 feet for a distance of 100.00 feet to a point;
thence continuing on a curve to the right with a radius of 63.00 feet for a distance of 102.80 feet to a point;
thence turning and running on a curve to the left with a radius of 25.00 feet for a distance of 34.44 feet to a point;
thence running on a curve to the right with a radius of 750.00 feet for a distance of 28.81 to a point;
thence turning and running South 69° 30' 52" West for a distance of 7.86 feet to a point;
thence turning and running on a curve to the left with a radius of 180.00 feet for a distance of 106.40 feet to a point;
thence turning and running South 35° 38' 52" West for a distance of 17.51 feet to a point;
thence turning and running along a curve to the left with a radius of 25.00 feet for a distance of 39.27 feet to a point;
thence turning and running North 54° 21' 08" West along the sideline of Cutts Street for a distance of 75.00 feet more or less to a point which marks the place of beginning.



Return to:
 City of Portsmouth
 1 Junkins Ave
 Portsmouth, NH 03801

2
 Boo
 Re

CM Action Item #1

RECORDING
 SURCHARGE

22.00
 2.00

ACCESS EASEMENT DEED FOR SEWER SERVICE

KNOW ALL PERSONS BY THESE PRESENTS, Chinburg Development, LLC, a New Hampshire limited liability company with a mailing address of 3 Penstock Way, Newmarket, Rockingham County, New Hampshire 03857 (“Grantor”), for consideration paid, with Warranty Covenants, grants to the **City of Portsmouth**, a municipal corporation organized under the laws of New Hampshire, having a place of business at 1 Junkins Avenue, Portsmouth, Rockingham, New Hampshire 03801 (“Grantee”), grants the following easement;

1. Easement Area. A 20’ wide access easement over land in Portsmouth, Rockingham County as shown on the subdivision plan entitled “Watson’s Landing Subdivision Plan,” prepared by Altus Engineering, Inc., dated December 2, 2021, and recorded at the Rockingham County Registry of Deeds as Plan D-492 98 (the “Plan”), as more particularly described in **Exhibit A** attached hereto.
2. Purpose and Rights: The Grantee shall have a perpetual, permanent uninterrupted and unobstructed nonexclusive easement for the purpose of enabling the Grantee access from Market Street to Grantee’s existing sewer easement recorded at Rockingham County Registry of Deeds at Book 2549, Page 916 which runs along the eastern boundaries of Tax Map 209, Lots 33-0, 33-1, 33-2, and 33-3 as shown on the Plan (the “Existing Sewer Easement”) for the purposes of maintaining, repairing and replacing the utilities and related equipment, drainage and grading in the existing sewer easement. Grantee shall restore any disturbed areas within the easement area to its prior condition at the Grantee's expense.
3. Retained Rights: Grantor retains the right to freely use and enjoy its interest in the easement area insofar as the exercise thereof does not interfere with the purpose of this instrument. Grantor shall not, however, erect any building, shed, deck or other structure within the Easement Area, substantially change the grade or slop, or install any pipes in the Easement Area without prior written consent of the Grantee.

4. Easement To Run With Land: All rights and privileges, obligations and liabilities created by this instrument inuring to the benefit of and binding upon the Grantee shall be held in gross and accrue to the benefit of the heirs, devisees, administrators, executor, successors and assignees of the Grantee. All rights and privileges, obligations and liabilities created by this instrument binding upon and accruing to the benefit of Grantor, its heirs, devisees, administrators, executor, successors and assignees shall run with the land.

5. Title Reference. Meaning and intending to describe and convey easements over a portion of the land conveyed to the grantor by deed dated on or around December 1, 2021 and recorded at Rockingham County Registry of Deeds herewith, as subdivided into five (5) lots as shown on the Plan, being Tax Map 209 Lots 33-0, 33-1, 33-2, 33-3 and 33-4.

[Signature continues on next page.]

Executed this 2 day of December, 2021

Chinburg Development, LLC

By: 
Eric J. Chinburg, Manager

STATE OF NEW HAMPSHIRE
ROCKINGHAM, SS

The instrument was acknowledged before me on December 2, 2021, by Eric J. Chinburg, as the duly authorized Manager of Chinburg Development, LLC.

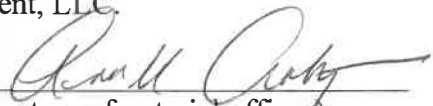
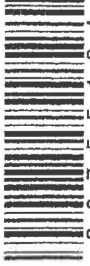

(Signature of notarial officer)
Notary Public/Justice of the Peace



Exhibit A**Legal Description of the Easement Area**

A certain parcel of land in Portsmouth, Rockingham County identified as a 20' wide access easement on the plan entitled "Watson's Landing Subdivision Plan," prepared by Altus Engineering, Inc., dated September 30, 2021, and recorded at the Rockingham County Registry of Deeds as Plan D-42098 (the "Plan"), as more particularly described as follows:

Beginning at a point on the southerly sideline of Market Street, co-called;
thence proceeding South 00° 18' 19" East for a distance of 5.86 feet to a point;
thence proceeding along a curve to the left with a radius of 55.00 feet for a distance of 68.91 feet to a point;
thence turning and running South 72° 09' 18" East for a distance of 98.72 feet to a point;
thence turning and running North 18° 55' 08" East along the sideline of a pre-existing 20 foot-wide sewer easement to the City of Portsmouth reference at Book 259 Page 916 for a distance of 20.00 feet to a point;
thence turning and running North 72° 09' 18" West for a distance of 98.34 feet to a point;
thence turning and running on a curve to the right with a radius 75.00 feet for a distance of 94.05 feet to a point;
thence turning and running North 00° 18' 19" West for a distance of 2.61 feet to a point;
thence turning and running North 80° 27' 15" East along the sideline of Market Street for a distance of 20.26 feet more or less to a point which marks the point of beginning.



8 0 7 5 5 4 6 4
Tx:40637137



Return to:
City of Portsmouth
1 Junkins Ave
Portsmouth, NH 03801

REC
SURI

CM Action Item #1

SIDEWALK AND UTILITY EASEMENT DEED

KNOW ALL PERSONS BY THESE PRESENTS, that **Chinburg Development, LLC**, a New Hampshire limited liability company with a mailing address of 3 Penstock Way, Newmarket, Rockingham County, New Hampshire 03857 (“Grantor”) for consideration paid, with Warranty Covenants, grants to the **City of Portsmouth**, a municipal corporation organized under the laws of New Hampshire, having a place of business at 1 Junkins Avenue, Portsmouth, Rockingham, New Hampshire 03801 (“Grantee”), the following easement:

1. Easement Area. A 20’ non-exclusive public pedestrian and utility easement on land in Portsmouth, Rockingham County, being shown on the subdivision plan entitled “Watson’s Landing Subdivision Plan,” prepared by Altus Engineering, Inc., dated December 2, 2021, and recorded at the Rockingham County Registry of Deeds as Plan D-43098 (“the Plan”) as more described in **Exhibit A** attached hereto.
2. Purpose and Rights. Grantee shall have a perpetual, permanent uninterrupted and unobstructed nonexclusive easement for the purpose of enabling the City of Portsmouth to install and maintaining a public sidewalk and utilities. Grantee shall have the right to remove trees, bushes, undergrowth and other obstructions interfering with the activities authorized herein and to take such other actions as may be necessary, useful or convenient for the enjoyment of the easement rights herein granted. Grantee shall have the right to install and maintain any public sidewalk or public utilities and their appurtenances installed within the easement area. Grantee shall restore any areas disturbed by the Grantee within the easement area to its prior condition at Grantee's expense.
3. Retained Rights. Grantor retains the right to freely use and enjoy its interest in the easement area insofar as the exercise thereof does not interfere with the purpose of this instrument. Grantor shall not, however, erect any building, shed, deck or other structure within the easement area, substantially change the grade or slope, or install any pipes in the easement area without prior written consent of the Grantee.


and assignees of the Grantee. All rights and privileges, obligations ~~and burdens created~~ by this instrument shall be binding upon and accruing to the benefit of Grantor, its heirs, devisees, administrators, executor, successors and assignees shall run with the land.

5. Title Reference. Meaning and intending to describe and convey easements over a portion of the land conveyed to the grantor by deed dated on or around December 1, 2021 and recorded at Rockingham County Registry of Deeds herewith, as subdivided into five (5) lots as shown on the Plan, being Tax Map 209 Lots 33-0, 33-1, 33-2, 33-3 and 33-4.
6. Transfer Tax/LCHIP. This transaction is exempt from real estate transfer tax pursuant to R.S.A. 78-B:2, I and LCHIP pursuant to RSA 478:17-g,II(a).

[Signature continues on next page.]

Executed this day of December 2021.

Chinburg Development, LLC

By: 
Eric J. Chinburg, Manager

STATE OF NEW HAMPSHIRE
ROCKINGHAM, SS

The instrument was acknowledged before me on December , 2021, by Eric J. Chinburg, as the duly authorized Manager of Chinburg Development, LLC.


Notary Public
My Commission Expires:



Exhibit A

Legal Description of the Easement Area

A certain parcel of land in Portsmouth, Rockingham County identified as a 20' non-exclusive public pedestrian and utility easement on the plan entitled "Watson's Landing Subdivision Plan," prepared by Altus Engineering, Inc., dated September 30, 2021, and recorded at the Rockingham County Registry of Deeds as Plan D-43098 (the "Plan"), as more particularly described as follows:

Beginning at a point at land now or formerly of Nancy A. Gobbi on the Northerly sideline of Watson's Landing, so-called;
thence proceeding along a tie line South 22° 51' 646" West for a distance of 23.30 feet to a point on the perimeter of the subject easement;
thence turning and running along a curve to the left with a radius of 209 feet for a distance of 51.39 feet to a point;
thence turning and running North 38° 09' 39" East along the sideline of a pre-existing 20 foot-wide sidewalk and waterline easement to the City of Portsmouth referenced at Book 1983 Page 235 for a distance of 51.91 feet to a point;
thence turning and running North 49° 45' 22" West for a distance of 10.26 feet to a point;
thence turning and running North 26° 12' 14" West for a distance of 7.00 feet more or less to a point where the subject easement meets the aforementioned tie line to the point of beginning

**THE CITY OF PORTSMOUTH
TWO THOUSAND TWENTY TWO
PORTSMOUTH, NH**

RESOLUTION # XX - 2022

A RESOLUTION AUTHORIZING A BOND ISSUE, AND/OR NOTES OF UP TO ONE MILLION FOUR HUNDRED THOUSAND (\$1,400,000) DOLLARS FOR COSTS RELATED TO THE FEASIBILITY AND DESIGN OF A NEW POLICE FACILITY AND OR REHABILITATION OF THE EXISTING FACILITY.

BE IT RESOLVED:

- 1) **THAT** the sum of **One Million Four Hundred Thousand (\$1,400,000) Dollars** be and is hereby appropriated for costs related to the feasibility and design of a new police facility and or rehabilitation of the existing facility.
- 2) **THAT** in order to meet said appropriation the City Treasurer, with approval of the City Manager, is authorized to borrow, on a competitive or negotiated basis, up to **One Million Four Hundred Thousand (\$1,400,000) Dollars** through the issue of bonds and/or notes of the City under the Municipal Finance Act.
- 3) **THAT** the discretion of fixing the dates, maturities, rates of interest, forms and other details of such bonds is hereby delegated to the City Treasurer with the approval of the City Manager.
- 4) **THAT** the expected useful life of the new police facility is determined to be at least 30 years.
- 5) **THAT** this resolution shall take effect upon its passage.

APPROVED BY:

DEAGLAN MCEACHERN, MAYOR

ADOPTED BY CITY COUNCIL

**KELLI BARNABY, CMC/CNHMC
CITY CLERK**

BI-15-PD-09: New Police Department Facility

Department	Police Department
Project Location	To Be Determined
Project Type	Construction or expansion of a public facility, street or utility
Commence FY	To Be Determined
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	High (\$100,001 or more)

Description: The results of the space needs study conducted determined the current facility no longer meets the needs of the Police Department. This project would fund the design and construction of a new facility after a site selection study and conceptual design are complete. In FY22, \$1,400,000 was approved in the CIP to fund the preliminary designs once prospective sites are chosen.

Note: The cost estimates provided are based on those provided in a prior study and the pricing is escalated to the current year.

Studies Identified & Useful Website Links:

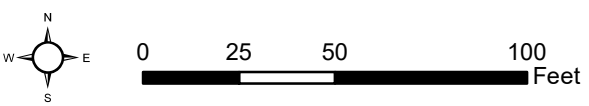
- [Police Department Facility Study](#)
- [Portsmouth Police Department Homepage](#)
- [FY22-FY27 CIP \(Prior Year\) Project Sheet](#)

Notes of Changes in Funding Plan from FY22-27 CIP:4578

- In FY22 the total cost was 42,000,000.
- The ask was for 7,000,000 in FY22 for prelim work and 35,000,000 in FY23 for construction.
- The council approved 1,400,000 out of the 7,000,000 leaving a balance of 5,600,000 needed for additional prelim work and design.
- Total FY23 5,600,000 + 35,000,000 = 40,600,000 (presented in FY23-28 Budget to Planning Board)
- At 3-7-22 City Council CIP Adoption Meeting the council unanimously voted to change the funding from \$40,600,000 Bonding in FY23 to \$2,800,000 Bonding (FY23) and \$38,000,000 Bonding (FY25)

Evaluation Criteria	Qualify?
Responds to Federal or State Requirement	Y
Addresses Public Health or Safety Need	
Alleviates Substandard Conditions or Deficiencies	Y
Eligible for Matching Funds with Limited Availability	
Timing or Location Coordinate with Synergistic Project	
Identified in Planning Document or Study	Y
Improves Quality of or Provides Added Capacity to Existing Services	Y
Reduces Long-Term Operating Costs	Y
Provides Incentive to Economic Development	
Responds to a Citywide Goal or Submitted Resident Request	Y

		FY23	FY24	FY25	FY26	FY27	FY28	Totals 23-28	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	100%	\$2,800,000		\$38,000,000				\$40,800,000	\$1,400,000	\$42,200,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
Totals		\$2,800,000	\$0	\$38,000,000	\$0	\$0	\$0	\$40,800,000	\$1,400,000	\$42,200,000



**Request for license
108 Penhallow Street**



VIEUX PORT
GOLDSMITH

Portsmouth
FABRIC
Company

27"

41"

12'

Jeep

COROLLA

RECEIVED

MAR 4 2022

CITY MANAGER
PORTSMOUTH, NH

319 West Erie Street
Manchester, NH 03102
March 3, 2022

1 Jenkins Avenue
Portsmouth, NH 03801

To: Mayor Deaglan McEachern and City Council

On behalf of the Granite State Wheelmen bicycle club, please accept our thanks for the support provided for the Seacoast Century Bicycle Ride in past years. Our 48th annual Seacoast Century Bicycle Ride is September 24, 2021. This will be a one day event only.

We request approval to travel through Portsmouth on the same route as 2021. A copy of the route is attached. To avoid conflict with events at Strawberry Bank, we will use the same route we mapped out in 2021

This is a scenic bicycle ride, not a race. There are no road closures. Riders will be traveling 50, 63 and 100 mile routes starting at Hampton Beach State Park and then cycle into Massachusetts and Maine.

Approximately 1200 participating cyclists will ride through Portsmouth. Riders will be well spread out by the time they reach Portsmouth, traveling individually or in small groups since starting times are staggered and they travel at different speeds.

We draw experienced cyclists with most riding 100 miles. Rider fees are used for event expenses and as a fund-raiser for bicycle safety and advocacy in New Hampshire. I have enclosed a check for the license fee.

Attached are a draft map and cue sheet for our proposed Seacoast Century route and the certificate of insurance.

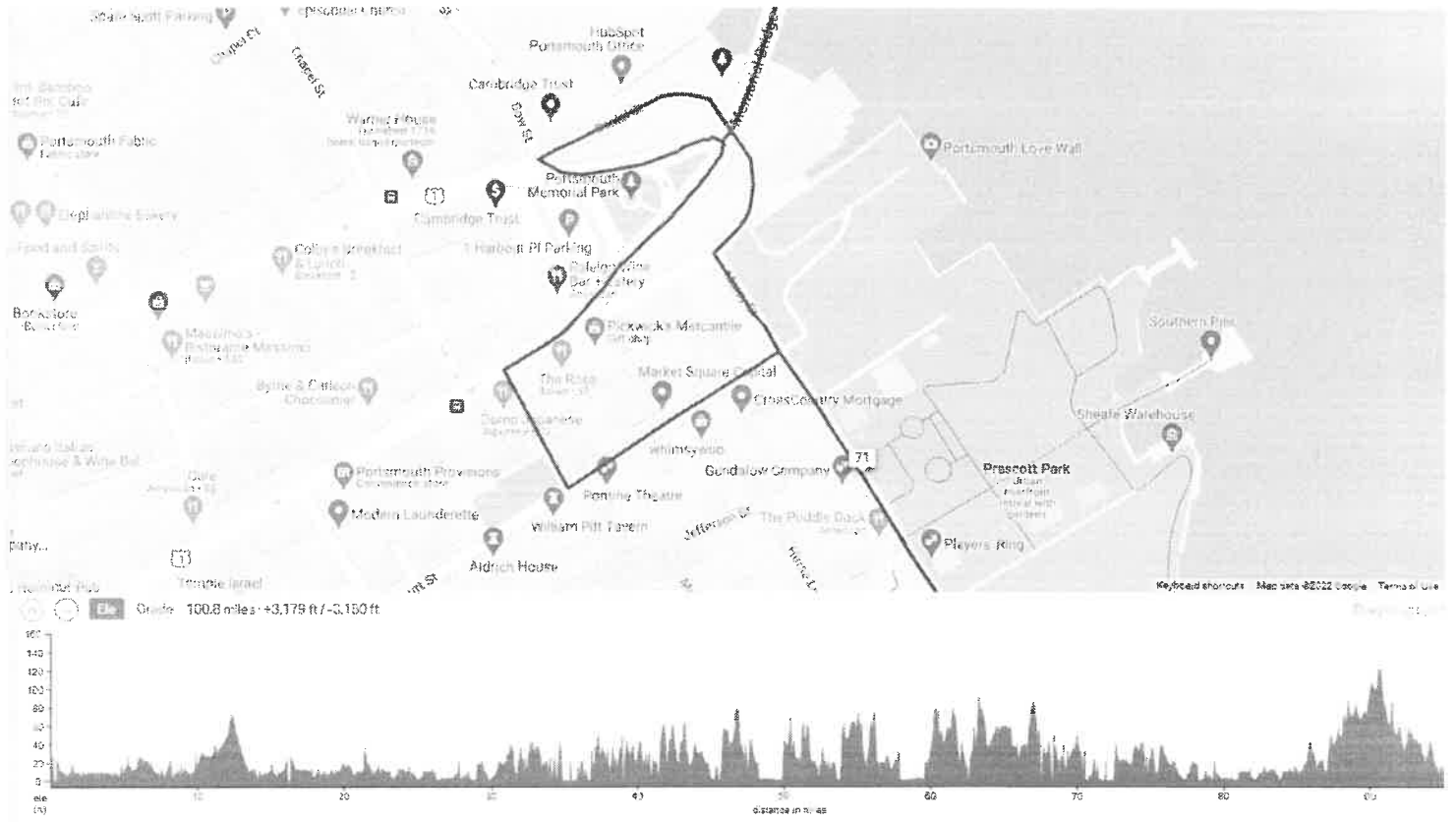
As in the past, we will work closely with your City Manager, Police and other Departments.. We will work with the Police Department on police detail requests. In the past we've used police details at key intersections.

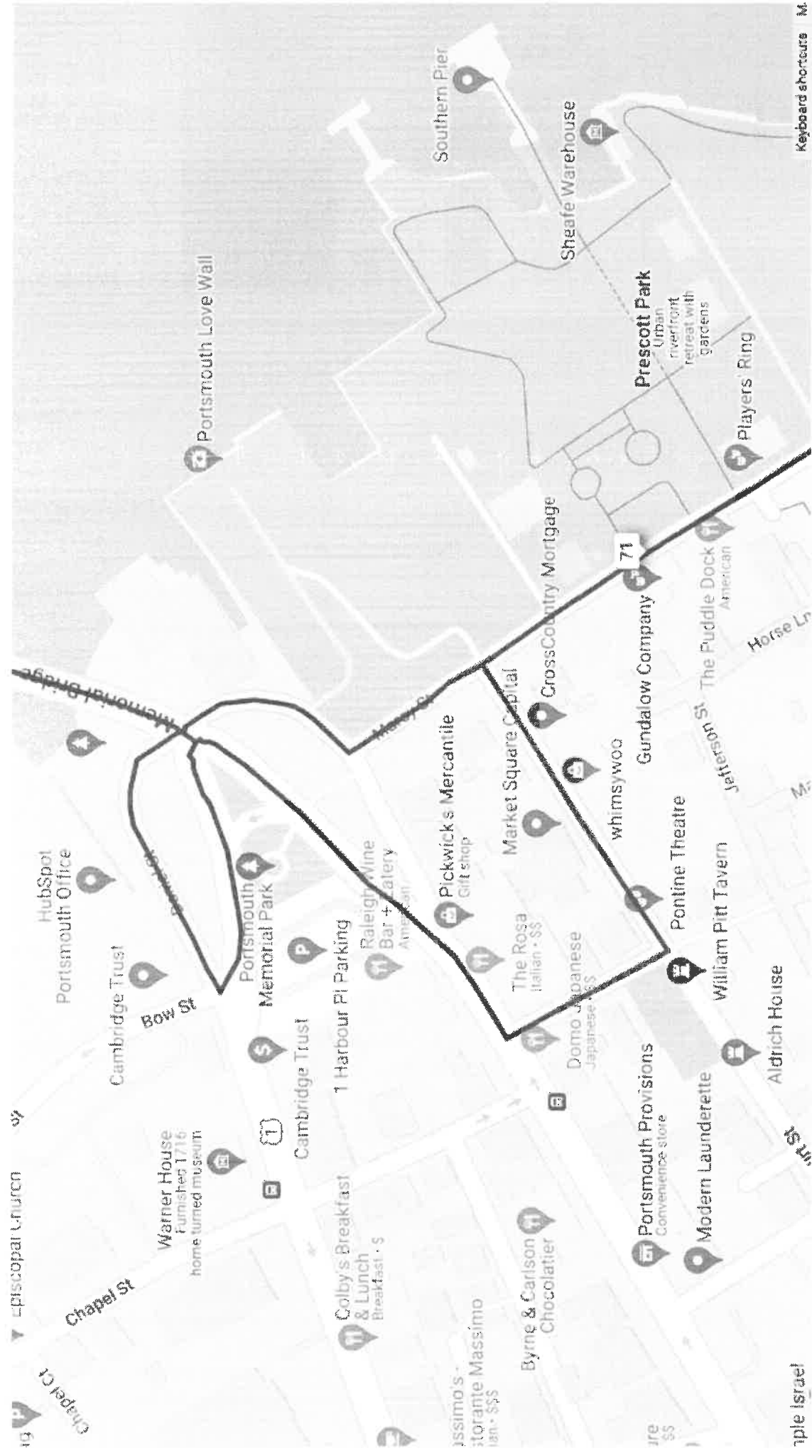
Again, our thanks for your support and assistance in making the Seacoast Century a safe and successful event. I look forward to working with City staff on planning for this event. Let me know if you need any additional information.

Sincerely,

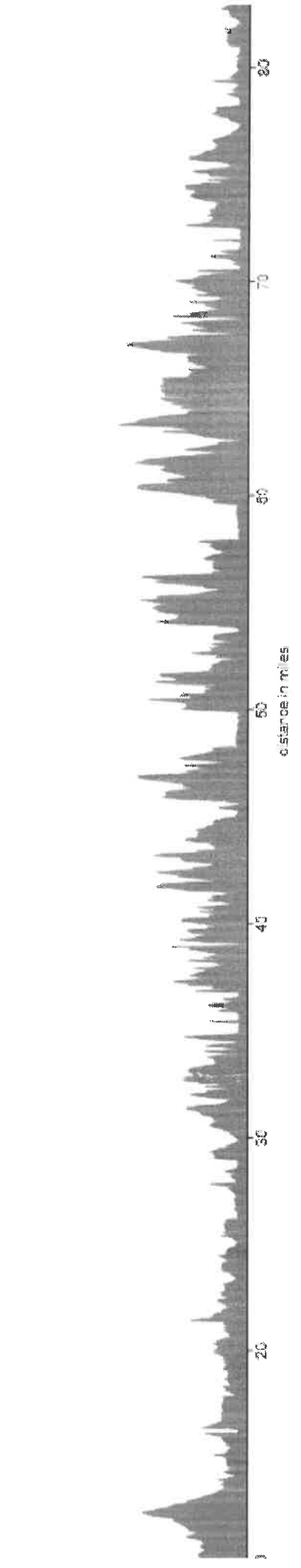
Mark MacKenzie
Seacoast Century Team 6038187866
seacoastcentury2022@gmail.com

cc:Karen Conard, City Manager Kelli Barnaby, City Clerk





10.8 miles • 3,179 ft / -3,180 ft



From: [Rodriguez, Paul](#)
To: [Karen Conard](#); [Jessica S. Griffin](#)
Subject: Margarita Half Marathon & 5K
Date: Wednesday, March 16, 2022 10:20:42 AM
Attachments: [image005.png](#)
[image006.png](#)
[2022 Margarita NH DOT Parade Permit App Complete.pdf](#)
[Margarita Half Course Portsmouth Section.pdf](#)

Good morning,

I'm writing on behalf of the Margarita Half Marathon & 5K which is scheduled to take place on Sunday, May 1st. The previous race director, Mike St. Laurent, retired last month and I will be filling in for him until we're able to find a replacement. I'm looking to get approval to have our course to briefly head into Portsmouth on Greenland Rd & Portsmouth Avenue (map attached). I have included the DOT Parade Permit application. Is there anything else that I need to provide in order to get approval?

Thanks!



Paul Rodriguez
Event Operations Director, New England

Ventures Endurance

prodriguez@venturesendurance.com | 503-413-

0788 | VenturesEndurance.com



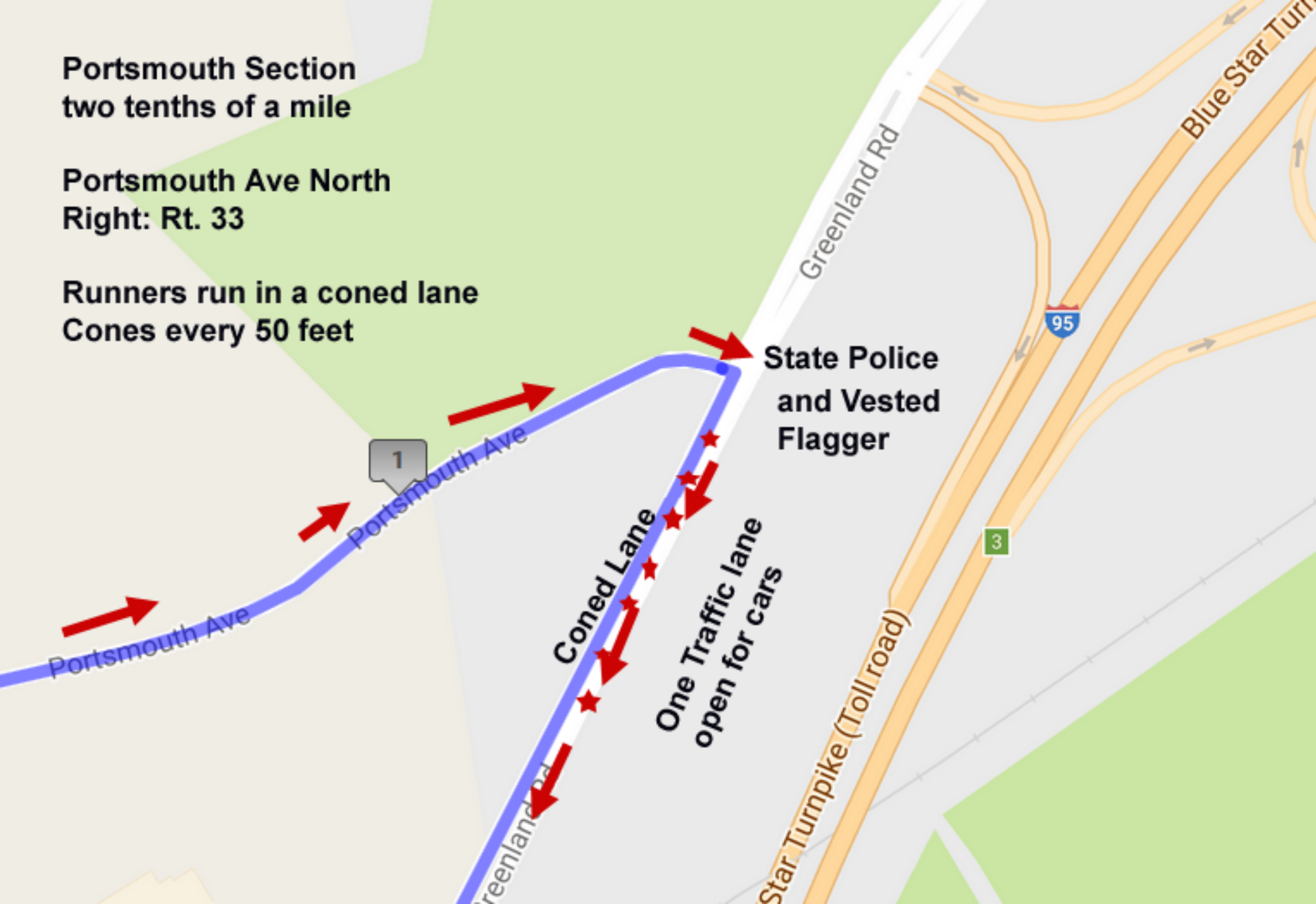
USA TODAY NETWORK

This message may contain confidential and/or privileged information. If you are not the intended recipient or authorized to receive this for the intended recipient, you must not use, copy, disclose or take any action based on this message or any information herein. If you have received this message in error, please advise the sender immediately by sending a reply email and delete this message. Thank you for your cooperation.

Portsmouth Section
two tenths of a mile

Portsmouth Ave North
Right: Rt. 33

Runners run in a coned lane
Cones every 50 feet



State Police
and **Vested**
Flagger

Coned Lane

One Traffic lane
open for cars

Greenland Rd

Blue Star Turnpike

95

3

Star Turnpike (Toll road)

1

Portsmouth Ave

Portsmouth Ave

Greenland Rd

STATE OF NEW HAMPSHIRE
Application for Parade Permit or Other
Activity Conducted on State Highway System

Today's Date 3/16/2022

To: Department of Transportation
Transportation Management Center
PO Box 483, 110 Smokey Bear Blvd
Concord, New Hampshire 03302-0483
Phone (603) 271-6862
Fax (603) 271-8626

Under provisions of RSA 286:2 and RSA 236:1, application is made for a parade / activity on the state highway system.

Indicative data is shown below:

Type of activity?

If so, what type (foot, bike, etc.)?

Will event effect highway safety?

Will highway traffic be delayed?

If so, how long?

Will highway traffic be detoured?

Name of sponsoring organization:

Mail permit to:

Phone no. where I may be reached:

Purpose of activity:

Name of Municipality:

Date of activity:

Starting and ending times:

State route(s) to be traveled:

Traffic control provided by:

Approved by Town Officials

Selectmen / Town Manager / Police Chief
(circle one)

Road Race - Runners and Walkers

Foot

No

Yes

Less than 10 minutes

No

Loco Races

Paul Rodriguez

PO Box 526

Grantham, NH 03753

503-413-0788

Promote a fit lifestyle

Town of Portsmouth

Sunday, May 1, 2022

9:00am - 9:45am

Rt 33 Portsmouth Avenue

State Police

Signed by


(Applicant)

Please attach a simple map or sketch plotting the **start, finish, route(s) of travel, detour(s),** and **parking area(s)** if provided.

Recommended:

District Engineer

Pedestrians' Rights and Duties

265:34 Pedestrians Subject to Traffic Signs and Regulations. A pedestrian shall obey the instructions of any traffic sign or regulation specifically applicable to him, unless otherwise directed by a police officer. Pedestrians shall be subject to traffic and pedestrian control signals as provided in RSA 265:9 unless required by local ordinance to comply strictly with such signals. At all other places, pedestrians shall be accorded the privileges and shall be subject to the restriction stated in this chapter.

265:35 Pedestrian's Right of Way in Crosswalks.

I. When traffic control signals are not in place or not in operation the driver of a vehicle shall yield the right of way, slowing down or stopping if need be to so yield, to a pedestrian crossing the roadway within a crosswalk when the pedestrian is upon the half of the roadway upon which the vehicle is traveling, or when the pedestrian is approaching so closely from the opposite half of the roadway as to be in danger.

II. No pedestrian shall suddenly leave a curb or other place of safety and walk or run into the path of a vehicle which is so close as to constitute an immediate hazard.

III. Paragraph I shall not apply under the conditions stated in RSA 265:36.

IV. Whenever any vehicle is stopped at a marked crosswalk or at any unmarked crosswalk at an intersection to permit a pedestrian to cross the roadway, the driver of any other vehicle approaching from the rear shall not overtake and pass such stopped vehicle.

265:36 Crossing at Other Than Crosswalks.

I. Every pedestrian crossing a roadway at any point other than within a marked crosswalk or within an unmarked crosswalk at an intersection shall yield the right of way to all vehicles upon the roadway.

II. Any pedestrian crossing a roadway at a point where a pedestrian tunnel or overhead pedestrian crossing has been provided shall yield the right of way to all vehicles upon the roadway.

III. Between adjacent intersections at which traffic control signals are in operation pedestrians shall not cross at any place except in a marked crosswalk.

IV. No pedestrian shall cross a roadway intersection diagonally unless authorized by traffic control devices; and, when authorized to cross diagonally, pedestrians shall cross only in accordance with the official traffic control devices pertaining to such crossing movements.

265:37 Drivers to Exercise Due Care. Notwithstanding the foregoing provisions of this chapter or the provisions of any local ordinance, every driver of a vehicle shall exercise due care to avoid colliding with any pedestrian or any person propelling a human-powered vehicle and shall give an audible signal when necessary and shall exercise proper precaution upon observing any child or any obviously confused, incapacitated or intoxicated person.

265:38 Pedestrians to Use Right Half of Crosswalks. Pedestrians shall move, whenever practicable upon the right half of crosswalks.

265:39 Pedestrians on Roadway.

I. Where sidewalks are provided it shall be unlawful for any pedestrian to walk along and upon an adjacent roadway.

II. Where a sidewalk is not available, any pedestrian walking along and upon a way shall walk only on a shoulder, as far as practicable from the edge of the roadway. Where neither a sidewalk nor a shoulder is available, any pedestrian walking along and upon a way shall walk as near as practicable to an outside edge of the roadway, and if on a two-way roadway, shall walk only on the left side of the roadway.

III. Except as otherwise provided in this chapter, any pedestrian upon a roadway shall yield the right of way to all vehicles upon the roadway.

265:40 Pedestrians Soliciting Rides or Business.

I. No person shall stand on the traveled portion of a roadway for the purpose of soliciting a ride, employment, business or contributions from the occupant of any vehicle.

II. No person shall stand on or in proximity to the traveled portion of a street or way for the purpose of soliciting the watching or guarding of any vehicle while parked or about to be parked on a street or way.

III. It shall be lawful for any person to hitchhike or solicit a ride from the occupant of any vehicle upon any road or way, or limited access road and highway provided that the individual is not, when so doing, standing on the paved portion of the road or way.

IV. No person shall signal a moving vehicle or stop a vehicle on any public way in order to solicit or sell a ticket of admission to an entertainment or sports event.

City of
Portsmouth
Department of Public Works



MEMORANDUM

TO: Karen S. Conard, City Manager

FROM: James W. Murray, Special Projects Coordinator

DATE: February 25, 2022

SUBJECT: PSNH Pole Petition #: 63-0736, Pole189/4S, Rockingham Ave.

The attached documentation is a request for license for utility pole marked 189/4S. The Department of Public Works reviewed the utility plan provided by Eversource on behalf of the property owner at Rockingham Ave. and it was determined that this installation posed no unacceptable impacts to existing City infrastructure. The location of the installation is attachment titled The Pole Location Plan.

cc: Peter Rice, P.E. Director of Public Works
Kelli Barnaby, City Clerk

**PETITION AND POLE LICENSE
PETITION**

Manchester, New Hampshire


September 1, 2021

To the City Council of the City of Portsmouth, New Hampshire.

PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY requests a license to install and maintain underground conduits, cable and wires, and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary along, and under the following public ways:

License one (1) pole(s), 189/4S on ROCKINGHAM AVE in the City of Portsmouth.

PUBLIC SERVICE OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY

BY: 
Pam Gaudreault, Licensing Specialist

LICENSE

Upon the foregoing petition and it appearing that the public good so requires, it is hereby

ORDERED

This 1st day of September, 2021, that, PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY be granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Electrical Safety Code in effect at the time of petition and/or license is granted.

The approximate location of the poles and structures shall be shown on plan marked EVERSOURCE No. 63-0736, dated 1/30/2020, attached to and made a part hereof.

Town of Portsmouth, New Hampshire

Town of Portsmouth, New Hampshire

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

Received and entered in the records of the Town of Portsmouth, New Hampshire, Book _____, Page _____

Date: _____

ATTEST: _____

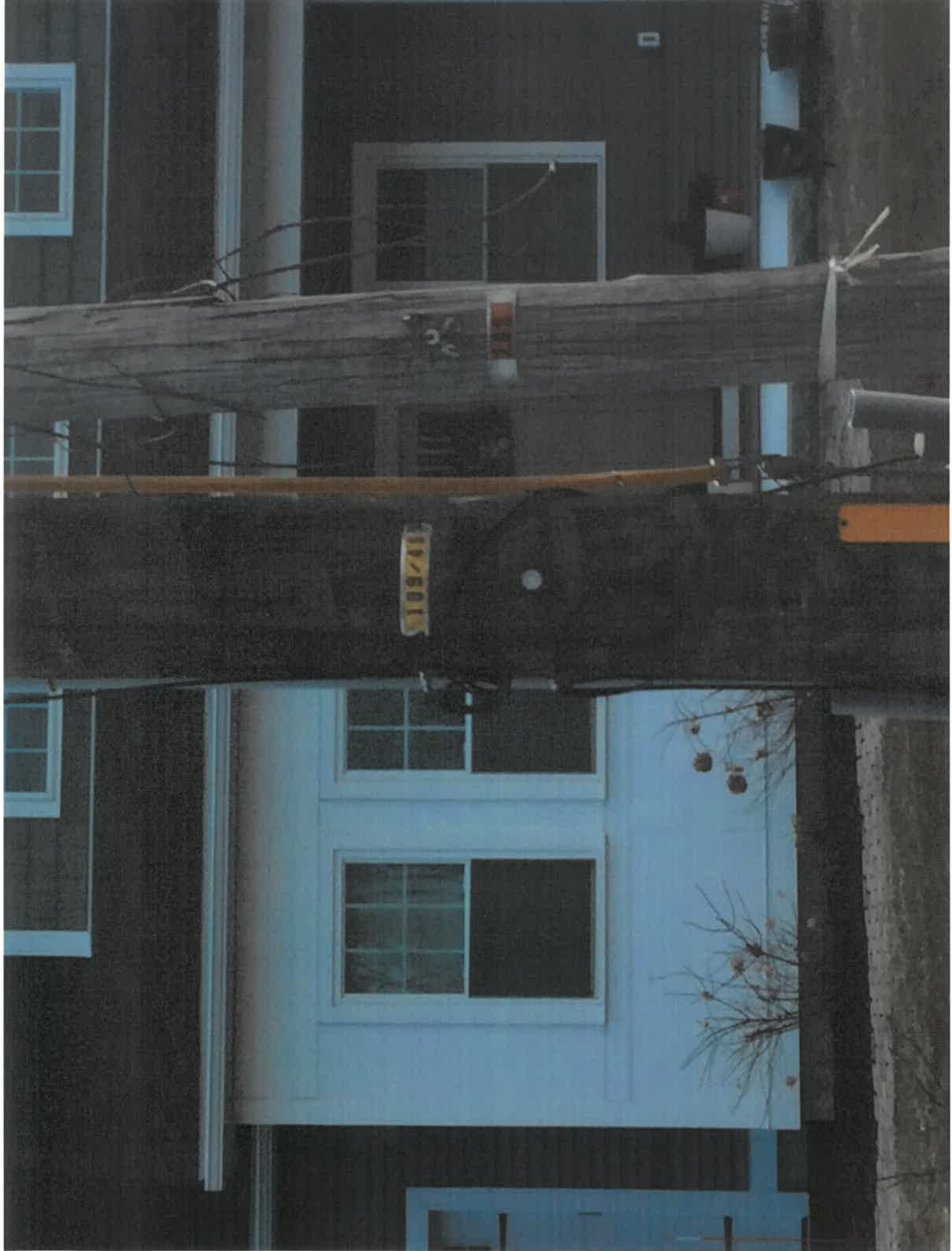
Town Clerk

ADDENDUM PER RSA 231:163

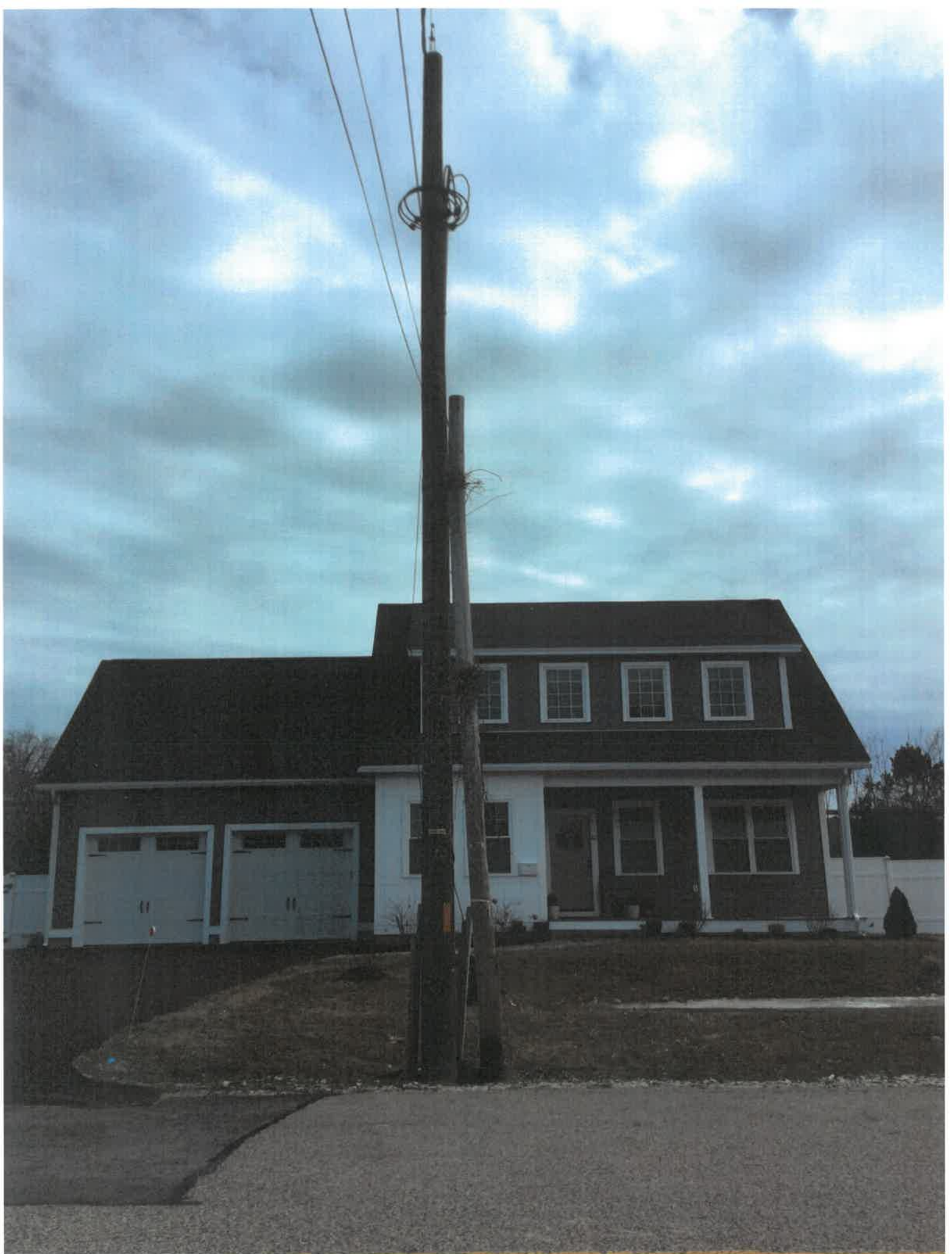
- 1) All licensee(s) and any other entity using and/or occupying property of the City pursuant to a license, lease or other agreement shall provide for the payment of properly assessed real and personal property taxes by the party using or occupying said property no later than the due date.
- 2) All licensee(s) and any other entity using and/or occupying property of the City shall provide for the payment of properly assessed real and personal property taxes on structures or improvements added by the licensee(s) or any other entity using or occupying property of the city; and
- 3) Failure of the licensee(s) and any other entity using and/or occupying property of the City to pay duly assessed personal and real taxes when due shall be cause to terminate said agreement by the lessor.

The changes to the licenses, leases and other agreements set forth in the preceding paragraphs shall remain in effect until changed in accordance with the requirements of RSA 231:163.

Approved by City Council:



109/41





City of Portsmouth

Department of Public Works



MEMORANDUM

TO: Karen S. Conard, City Manager

FROM: James W. Murray, Special Projects Coordinator

DATE: February 25, 2022

SUBJECT: PSNH Pole Petition #: 63-0729, Pole 226/16A, Intersection of Banfield Rd and Walford Lane

The attached documentation is a request for license for utility pole marked 226/16A. The Department of Public Works reviewed the utility plan provided by Eversource on behalf of the property owner at the Intersection of Banfield Rd and Walford Lane (Walford Lane is a private road) and found it to coincide with the approved subdivision plan. After reviewing the location, it was determined that this installation posed no unacceptable impacts to existing City infrastructure. The location of the installation is attachment titled The Pole Location Plan.

**cc: Peter Rice, P.E. Director of Public Works
Kelli Barnaby, City Clerk**

PETITION AND POLE LICENSE

PETITION

Manchester, New Hampshire

November 4, 2020

To the City Council of the City of Portsmouth New Hampshire.

PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY and Consolidated Communications of Northern New England Company, LLC, request a license to install and maintain underground conduits, cable and wires, and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary along, and under the following public ways:

License one (1) pole(s), 226/16A located on A Road in the City of Portsmouth.

Consolidated Communications of Northern New England
Company, LLC

Public Service Company of New Hampshire,
dba Eversource Energy

BY: *Kimberley Burgess*

BY: *Kathy Warren*
Kathy Warren, Licensing Specialist

LICENSE

Upon the foregoing petition and it appearing that the public good so requires, it is hereby

ORDERED

This 27th day of October, 2020, that, PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY and Consolidated Communications of Northern New England Company, LLC be and hereby are granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Electrical Safety Code in effect at the time of petition and/or license is granted.

The approximate location of the poles and structures shall be shown on plan marked EVERSOURCE and Consolidated Communications of Northern New England Company, LLC No. 63-0729, dated 10/27/2020, attached hereto and made a part hereof.

City of Portsmouth, New Hampshire

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

Received and entered in the records of the City of Portsmouth, New Hampshire, Book _____, Page _____

Date: _____

ATTEST: _____

Town Clerk

POLE LOCATION PLAN

EVERSOURCE and

Consolidated Communications of Northern New England Company, LLC

DATE 10/27/2020

LICENSE NO. 63-0729

MUNICIPALITY: Portsmouth

STATE HWY. DIV. NO. 6

STREET / ROAD: A Road

STATE LICENSE NO. _____

PSNH OFFICE: Portsmouth
PSNH ENGINEER: Casey McDonald

WORK REQUEST# 3410644
WORK FINANCIAL # 9P030354

TELCO ENGINEER: _____

TELCO PROJECT # _____

Pole Numbers		Pole Sz-CI	Eq BH	INSTALL POLE	REMOVE PB	REF	100% LTS	J'D	100% TEL	Span	Dist. from:	Remarks	Help	Doc Ref
LTS	TEL													
												INSTALL 100KVA XFMR INSTALL JBOX INSTALL JBOX INSTALL JBOX		
												INSTALL 40/2 JO POLE INSTALL JO ANCHOR INSTALL 1PH RISER		
												INSTALL JO ANCHOR License # 442		

ADDENDUM PER RSA 231:163

- 1) All licensee(s) and any other entity using and/or occupying property of the City pursuant to a license, lease or other agreement shall provide for the payment of properly assessed real and personal property taxes by the party using or occupying said property no later than the due date.
- 2) All licensee(s) and any other entity using and/or occupying property of the City shall provide for the payment of properly assessed real and personal property taxes on structures or improvements added by the licensee(s) or any other entity using or occupying property of the city; and
- 3) Failure of the licensee(s) and any other entity using and/or occupying property of the City to pay duly assessed personal and real taxes when due shall be cause to terminate said agreement by the lessor.

The changes to the licenses, leases and other agreements set forth in the preceding paragraphs shall remain in effect until changed in accordance with the requirements of RSA 231:163.

Approved by City Council:







CITY COUNCIL E-MAILS

Received: March 7, 2022 (after 4:30 p.m.) – March 17, 2022 (before 9:00 a.m.)

March 21, 2022 Council Meeting

Submitted on Mon, 03/07/2022 - 17:16

Full Name

David and Heidi McGlaulin

Email

mcg1295@comcast.net

Subject

Parking lot

Address

21 Turner Drive
North Reading, Massachusetts. 01864

Message

We received a Delinquent Violation Notice from the Parking clerk., ticket number 4000013797. We would like to request to have the \$20.00 late penalty waived for the reason we were never notified that we had received a ticket. There was no ticket on our windshield.

It is not reasonable that we are responsible for a ticket we did not received. We understand the the ticket was issued but it is not our fault it was not on our car when we returned.

We understand that our time to appeal the ticket has expired, since we did not receive any notification until after the appeal period.

We agree to pay the basic ticket even though we had paid the meter and there may have been a faulty meter.

Heidi and David McGlaulin

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, 03/08/2022 - 21:17

Full Name

Manuel Garganta

Email

souzagar@aol.com

Subject

EV Chargers CIP

Address

471 Colonial Drive

Message

I watched the City Council Meeting 3.7.2022 and again on the City Website.

I was particularly interested in the approval to add \$150K to the CIP for the next 4-5 years.

Nothing was mentioned about these chargers being pay as you go.

Are the taxpayers of Portsmouth expected to subsidize their usage.

Seems none of the Council asked that important question. It should have been a question someone should have asked so it was on the record.

Regards,

Manuel Garganta

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, 03/10/2022 - 10:36

Full Name

Kristie Jorgensen

Email

knejorg@gmail.com

Subject

City Council Broadcast Videos for 2022 City Council Meetings

Address

774 Middle Street, Unit 1

Message

As a taxpayer of this city, I am requesting that all City Council meetings be video taped and posted on line immediately after the meetings are held. Not all citizens of the city can attend a meeting because we actually work for a living and have families to attend to as well as other life events. The other reason for my request is that the minutes do not allow readers to obtain the full and complete details of the discussions in the city council meetings. In fact, in one of the minutes it states "the city managers reasonings" but there are no details on her "reasonings". I have a right to know every detail of what is discussed along with every single resident in this city. I expect the City Council to be fully transparent to the public utilizing all methods of technology to communicate with the community. That means and including recordings of the city council and all committee meetings, and to consider mailings and postings for those who do not have access to on line notifications - consider senior citizens and those who cannot afford technology in their homes. Communication with the city residents is required and by not allowing all options of communication means that you are concealing discussions that the public has a right to know and you are not being forthcoming. I expect an immediate response back regarding my request.

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, 03/10/2022 - 15:54

Full Name

Sue Polidura

Email

spolidura@aol.com

Subject

Middle St. Bike Lanes

Address

245Middle st

Message

Dear City Council,

I'm unable to make the meeting tonight but as someone who often drives on Middle st, I would like to ask to keep the configuration the way it currently is. When the bike path was in place, I drove down Middle St. in fear that the truck coming the opposite direction would have enough clearance to stay in his lane. we barely missed each other by a matter of inches. I drive down Middle often and I hardly ever see anyone on a bike now or when the absurd bike lanes were in place. I understand that people need to feel safe but that's not only for bicycles but also vehicles which far outnumber bike riders on that street. We already have a bicycle path down a less busy street, please dont change the configuration back to having cars parked in the middle of the street. Its not safe.

Sue Polidura

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, 03/13/2022 - 21:29

Full Name

Erik Anderson

Email

andy42152@aol.com

Subject

Upcoming PDA Bod Meeting

Address

38 Georges Terrace

Message

Dear Councilors

As I consistently have done since being Portsmouth's representative on the PDA Board of Director's is to report to you activities at PDA and any matters on the agenda of the monthly BOD meetings that are of importance to the City of Portsmouth. The next BOD meeting is scheduled for Thursday, March 17, 2022 @ 8:30 AM at the PDA office building / 55 International Dr. / Board Conference Room.

After reviewing the agenda I feel the following has relevance to the concerns of Portsmouth.

1) Public Comment on the development of air cargo facilities and operation at Pease - At the January BOD meeting a presentation by Kane Inc / PROCON Inc on the development of 2 existing sites at Pease into an air cargo application was made. It was a conceptual presentation with much more detail to follow but the size of the venture appeared to be significant. Since that presentation there have been LTE's in the Portsmouth Herald that have portrayed comments on the pro and con merits and scope of the project. I think there will be public comments presented to the board at this meeting reflective of those thoughts.

There is currently no new information from the developers on the impact assessments that are being conducted and are needed to further develop this project. My concerns expressed at the January meeting and which I will continue to monitor are the potential increased activity and frequency of noise impacts (aeronautical and ground traffic) that will effect Portsmouth and surrounding communities. The impacts to

the quality of life I feel are the most important aspects of this project and hope you would concur. I welcome any reply and communication from the City Council to be sure that these concerns are reflective of the cities position on this or any other issue at the PDA.

2) On March 9, 2022 the was a quarterly meeting at PDA to summarize and accept public participation on any aeronautical noise complaints that the surrounding public wanted notated. Each complaint was referenced to an aeronautical event and although there were not many filed complaints it was observed that most probably many residents do not go through the process of registering a complaint. Further to this meeting, those present questioned PDA personnel on airport activity, past present and future and concerns if any of activity and noise. All attending I feel left with a better understanding on the aeronautical aspects at Pease.

3) The City of Portsmouth is contractually obligated to attend to municipal services (water, fire, police, roads, etc) required at Pease. In return the city is compensated for those services but it is not discussed in detail to the the BOD's to the costs or revenue return to the city. Since this all arranged in contractual form and obligation if the City Council needs better understanding of any details it might be better explained in discussion with the city manager.

As to this subject this months agenda mentioned a municipal road project between Portsmouth and Pease in which stormwater improvements were to be performed (a PDA responsibility) in co-ordination with a Portsmouth city road repaving project.

That is all I have gathered from this months PDA meeting agenda that has relevance to Portsmouth. As Councilor Lombardi is the city council liaison to the PDA he could be asked if my observations are correct.

Again as said I welcome any reply, message or conversation from the City Council that guides me correctly to the position of the City of Portsmouth on any matters of the PDA and its activities.

With thanks to your time,

Erik Anderson

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, 03/14/2022 - 16:00

Full Name

Walter Hamilton

Email

walter.f.hamilton@gmail.com

Subject

The Middle St. Bike Lane

Address

47 MARIETTE DR

Message

The Middle St. Bike Lane was part of the State of New Hampshire's Safe Routes to Schools program. Its purpose was to provide a safe route for school children which the original design did. Moving those child cyclists next to the car lanes showed the prior city council cared less about children than they did a few vocal home owners on Middle St. Whatever study the City is now proposing should first prioritize the safety of child cyclists for whom the lane was made, not adult motorists or cyclists.

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, 03/16/2022 - 17:13

Full Name

Kimberly Meuse

Email

kimberlymeuse@gmail.com

Subject

Rat traps outside of city hall & out buildings

Address

579 Sagamore Avenue

Message

Hi all,

Given the recent number of secondary rodenticide cases in our bird population (and possibly occurring in our pets) there is more attention being paid to avoiding placement of rodent traps outside of buildings. The out building at city hall with the smoke stack has had a couple of what look like the sort of poisoned traps that kill rodents as well as the predators that feed on them. There are other, better, safer ways to control rodents near public spaces and buildings (I can get that information to whomever would be interested). Is it possible to see if our town officials could set a good example by removing these poisonous traps and get the message out? Thank you!

Kimberly Meuse

https://www.google.com/amp/s/news.yahoo.com/amphtml/poisoned-snowy-owl-saved-returned-090027416.html?fbclid=IwAR30InUGIEH2QJxe_XvoYQLOijfkMRXgrGAsc_dSdb5BqC_xYkCuqzz4Oik

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



Veterans of Foreign Wars

Emerson Hovey Post #168
POB 1663
Portsmouth, NH 03802

March 13, 2022

Mayor Deaglan McEachern
City of Portsmouth
Portsmouth, NH 03801

Subject: Welcome Home: End of the Afghanistan War Parade Invitation

Dear Mayor McEachern and City Councilors,

Veterans of Foreign Wars Emerson Hovey Post #168 invites you to observe from Market Square our Welcome Home: End of the Afghanistan War Parade on Sunday, May 1. The purpose of the parade is to mark the end of America's longest war and welcome home all veterans. The parade will be stepping off at 10:00 am from the Emerson Hovey Fountain in Prescott Park, will do a 0.7 mile loop through downtown Portsmouth, and will be followed by a free cookout that you are also invited to attend afterwards in Prescott Park. The Welcome Home: End of the Afghanistan War Parade is a non-partisan event and only authorized flags will be allowed. Please contact me at (603) 553-1810 if you have any questions and we hope to see you at the event.

Sincerely,

Josh Denton
Commander
VFW Post #168

CC: City Manager Karen Conard

Enclosures:



WELCOME HOME!

END OF THE AFGHANISTAN WAR PARADE

10:00 AM, SUNDAY, MAY 1ST 2022

EMERSON HOVEY FOUNTAIN IN PRESCOTT PARK, PORTSMOUTH

- Ends with a cookout in Prescott Park
- Only authorized flags will be allowed
- Welcome home all veterans and mark the end of America's longest war
- Jonathan Day, Jr. Vice Commander
jonathan.a.day@gmail.com 603-401-7049

VETERANS OF FOREIGN WARS EMERSON HOVEY POST #168

Welcome Home: End of the Afghanistan War Parade





Karen S. Conard
City Manager

CITY OF PORTSMOUTH

Municipal Complex
1 Junkins Avenue
Portsmouth, New Hampshire 03801
kconard@cityofportsmouth.com
(603) 610-7201

March 16, 2022

Deaglan McEachern, Mayor
City of Portsmouth
1 Junkins Avenue
Portsmouth, NH 03801

Dear Honorable Mayor and City Council Members:

Per the terms of my Employment Agreement with the City, please allow this letter to serve as a formal reminder that my current term of employment expires on January 3, 2023. At this time, I respectfully request that the Council conduct an evaluation of my performance and commence the process to negotiate a successor agreement.

It has been my distinct honor and privilege to serve this great City as City Manager, and it would be my desire to remain in this capacity.

Thank you for your consideration of this request.

Sincerely,

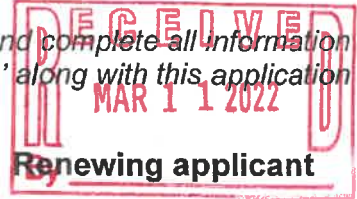
Karen Conard
City Manager



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: Cable TV & Communications Commission

Name: Rob Capone Telephone: 603.380.8078 (cell)

Could you be contacted at work? YES/ NO - If so, telephone#: 603.380.8078 (my cell)

Street address: 250 Elwyn Road, Portsmouth

Mailing address (if different): _____

Email address (for clerk's office communication): rob.capone@werebor.com

How long have you been a resident of Portsmouth? 23 years

Occupational background:

23 years as General IT/Support for local
Architecture/Engineering firm (Oak Point Associates)

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

Reasons for wishing to continue serving: Provide continuity regarding
Cable Franchise with Comcast, serve the Portsmouth
Community



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) Paul Riquette 209 Purvis Lane Portsmouth, NH 03801
Name, address, telephone number

2) Liane Layton 84 Poplar Way, Portsmouth, NH 03801
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:  Date: 11 March 2022

CITY CLERK INFORMATION ONLY:

New Term Expiration Date: 04/01/2025

Annual Number of Meetings: 1 Number of Meetings Absent: 1

Date of Original Appointment: 8/4/2019

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



received
3/7/22

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: Loreley Godfrey Telephone: (603) 212-8890

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

Street address: 6 Nixon Park, Portsmouth, NH 03801

Mailing address (if different): _____

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

How long have you been a resident of Portsmouth? 7 years

Occupational background:

I am a 17-year old VLACS graduate currently in a gap year.

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

I am a youth activist with experience organizing and advocating for sustainability in New Hampshire. I write policy recommendations for the State of New Hampshire as a member of their Legislative Youth Advisory Council.

➡ 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: I want to support Portsmouth taking action to encourage renewable energy and to protect our residents from the effects of climate change. As a teenager, I want to help develop plans that respond to the younger generation's specific needs.

Please list any organizations, groups, or other committees you are involved in:
Seacoast Students for Sustainability, New Hampshire Youth Movement, 350NH, New Hampshire Legislative Youth Advisory Council, Governor's Youth Advisory Council on Substance Misuse & Prevention

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

- 1) Laura Horwood - Benton, 28 Franklin Street, (585) 506-7276
Name, address, telephone number
- 2) Josh Denton, 110 Brewery Lane, (603) 553-1810
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: Loreley Galbraith Date: 02/27/22

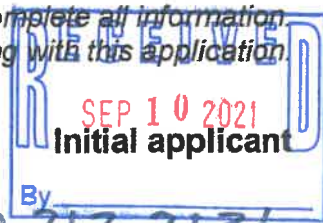
If you do not receive the appointment you are requesting, would you be interested in serving on another board or commission? Yes No



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: Energy Advisory Committee

Name: Kevin Charette Telephone: 860 712 7136

Could you be contacted at work? YES NO If so, telephone# Retired 2018

Street address: 37 South St. Portsmouth NH 03801

Mailing address (if different): _____

Email address (for clerk's office communication): KTC@Comcast.net

How long have you been a resident of Portsmouth? 1 yr 3mos - moved to city last June from CT in retirement.

Occupational background:

- 37 years in electric + gas utility business
- Eversource Energy - 4 million customers in NH, CT + MA
- Customer Service Director - 20 years - See brief Resume Attached.

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

Responsibilities included maintaining relationship and supporting the approx. 60 competitive electric service suppliers doing business in New England. My team was engaged in several community electric aggregations in MA.



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: The scope of the commission seems to align with my work experience and I may be able to add value toward an informed recommendation to the City Council.

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

Having recently moved to Portsmouth from CT, and with Covid hopefully getting behind us soon, I am looking for opportunities.

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

- Work
colleagues
- 1) Steve Mirabella 3 Lucy CT N. Haven CT 06473
Name, address, telephone number 475 434 2859
 - 2) Ken Millerd 330 Benedict Dr. S. Windsor CT 06074
Name, address, telephone number 860 841 3349

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: Karin T. Charette Date: 9/9/21

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

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

KEVIN CHARETTE

37 SOUTH STREET
PORTSMOUTH, NH 03801
860-721-7136 (CELL)
KTC@COMCAST.NET

Background

Recently retired electric and gas utility customer service director with significant experience across all aspects of customer operations in NH, CT and MA; including, call centers, metering and billing. Responsible for utility's interface with the competitive electric energy suppliers providing supply options to our 3.2 million electric customers. Also have experience with enterprise project management, process improvement, emergency response, corporate merger integration and internal control systems.

Education

Fairfield University – Bachelor of Science (B.S.), Finance

Rensselaer Polytechnic Institute – Masters of Business Administration (M.B.A)

Experience

Eversource Energy (formally Northeast Utilities)

Customer Service Director, 1998 – 2018

Responsible for residential and business call centers, metering, billing, payment processing, credit and collections, competitive energy supplier support and new customer connections within various organizational structures. Also led multiple enterprise operational and IT projects. Responsibilities included significant interface with state utility regulators.

Call Center Manager, 1996 – 1998

Led utility's largest 24x7 call center

Internal Audit Manager, 1992 – 1996

Responsible for development and execution of the annual corporate audit plan.

Boards and Volunteering

American Red Cross CT and RI Chapter Board Member, 2004 – 2017

CT Special Olympics Winter Games 1990 - 2018

City of Portsmouth Loading Zone Inventory and Recommendations

Location	Description	Current Posted LZ Times	Observation Dates	Observations	Recommendation	Spaces Gained
Bow Street @Surf	Northerly side beginning 40 feet west from Chapel Street and continuing west for a distance of 70 feet	Mon-Sat 6a-7p; Sunday 6a-noon	FRIDAY, April 9 4:45PM - 7PM, - FRIDAY, April 16 05/04-05/07	COMMERCIAL USE FOR LOADING ZONE TRENDS TO WRAP UP BY 2PM. LITTLE TO NO OUTLIERS UP TO 4PM, WITH 0 COMMERCIAL USEAGE AFTER 4PM	Recommend change to Paid Parking from 3pm - 8pm Monday - Saturday; 12p - 5p Sunday	3
Brewster Street @ The Kitchen	Easterly side, beginning 40 feet north of the northerly curbline of Islington Street and running 40 feet in the northerly direction, between the hours of 7AM-3PM	Mon - Friday 7a-3p	n/a	NOT METERED	NO CHANGE RECOMMENDED	N/A
Bridge Street @Islington	Westerly side, beginning 50 feet north from the intersection of Bridge Street and Islington Street for a distance of 40 feet	Mon-Sat 6a-7p	Wed, 4/14, 2:30PM- 7PM & Thurs, 4/15, 1PM-7PM TUES, 4/27- SAT, 5/1 9AM-7PM	NO USE OBSERVED	Delete this unused LZ; convert to Paid Parking all hours/days	2
Congress Street A: @Village Silversmith	Northerly side, beginning 9 feet west from the intersection of Fleet Street and Congress Street running for a distance of 136 feet	Mon-Sat 6a-7p	MON, 4/12, - SAT, 4/17 1PM-6PM. MON, 4/26, 12:45PM- 7PM. TUES, 4/27-SAT, 5/1 9AM-7PM	LIGHT UNLOAD USEAGE UNTIL 4PM. HEAVY MAIL COURIER USAGE. 4/27-5/1 DAILY BETWEEN 9:30AM & 11AM (BALDOR FOODS) FOR APPROX. 30 MINUTES	Recommend change to Paid Parking from 3pm - 8pm Monday - Saturday; 12p - 5p Sunday	6
Congress Street B: @Kilwins	Southerly side, beginning 130 feet east from the intersection of Fleet Street and Congress Street running for a distance of 49 feet	Mon-Sat 6a-7p	05/04 - 05/08	NO COMMERCIAL USE ON SATURDAY. LIGHT COMMERCIAL USE, DONE @ 2PM.	Recommend change to Paid Parking from 3pm - 8pm Monday - Saturday; 12p - 5p Sunday	2
Daniel Street @Abo Rugs	Southerly side, beginning 37 feet west from Penhallow Street for a distance of 65 feet	Mon-Sat 6a-7p	4/27 9AM - 7PM 4/28 9AM -1:54PM, 4/28 4:15PM - 7PM 4/29-5/1 9AM - 7PM	light commerical usage until 2PM.	Recommend change to Paid Parking from 3pm - 8pm Monday - Saturday; 12p - 5p Sunday	3
Deer Street @Jardiniere Flowers	southerly side, west from Market Street a distance of 60 feet	Mon-Sat 6a-7p	4/20 10:15 AM - 7PM 4/21 - 4/24 9AM - 7PM	little to no commerical usage, Mailman arrives between 3PM and 5PM each day	Recommend change to LZ Hours: 6a-9a Monday - Saturday; 12p-5p Sunday	1
Hanover Street A: @ Lure Bar & Kitchen	Northerly side, beginning at a distance of 106 feet from the western most point of the southwesterly curbline of Market Street for a distance of 45 feet.	Valet Zone	n/a	TOO NARROW TO ADD PARKING	NO CHANGE RECOMMENDED	N/A
Hanover Street B: @Legends	Southerly side, beginning at the westerly curbline of Fleet Street and running westerly for 90 feet, from 6:00 a.m. to 11:00 a.m	Mon-Sat 6a-11a	6/17/2021-6/19/2021	ALREADY 6A-11A; PARKING THEREAFTER	NO CHANGE RECOMMENDED	N/A
Hanover Street C: @ Portwalk Place	All parking spaces on the northerly side between Portwalk Place and Maplewood Avenue from 6AM-9AM	6am-9am Mon-Sat	n/a	ALREADY 6A-9A; PARKING THEREAFTER	NO CHANGE RECOMMENDED	N/A
High Street @Finn Wealth	Easterly side, in a southerly direction from Ladd Street a distance of 50 feet	Mon-Sat 6a-7p	4/20 11AM - 7PM, 4/21 - 4/22 9AM - 7PM, 4/23 9AM - 4:30PM	No commerical use	Delete this unused LZ; convert to Paid Parking all hours/days	1
Market Street A: @Cup of Joe	Easterly side, south for a distance of 50 feet, beginning at Commercial Alley	Mon-Sat 6a-7p	4/20 10:45 AM - 7 PM, 4/21 - 4/24 9AM - 7PM	Light commerical usage until 3PM consisting mostly of mail trucks and delivery trucks (FedEx, UPS, etc.)	Recommend change to Paid Parking from 3pm - 8pm Monday - Saturday; 12p - 5p Sunday	2
Market Street B: @ Gaslight	Easterly side, south for a distance of 40 feet, beginning at Bow Street from 6AM- 7PM. In addition, from 7PM- 6AM, Monday- Sunday, this area shall be designated as a taxi stand per Section 7A.408.	Mon-Sat 6a-7p; CONVERTS TO TAXI STAND	5.12.21-5.16.21	Little to no Commercial Usage after 2pm; This LZ doubles as a Taxi Stand; we plan to address Taxi Stands at a later time	NO CHANGE RECOMMENDED	N/A
Market Street C: @ Salt Pile	Westerly side between Russell Street and Deer Street, from Nov. 1st- March 30th, 2AM-12PM Mon-Fri.	Nov. 1st- March 30th, 2AM-5PM Mon-Fri; 2am to 1pm Saturday	Winters: 2018 through 2020	No salt pick ups past 9am weekays; no deliveries Saturday Sunday at all	Recommend SEASONAL change to Paid Parking from Noon - 8pm Monday - Friday; ALL DAY SATURDAY/SUNDAY	14

City of Portsmouth Loading Zone Inventory and Recommendations

Location	Description	Current Posted LZ Times	Observation Dates	Observations	Recommendation	Spaces Gained
Pearl Street @ Islington	Easterly side from a point 30 feet north of Islington Street to a point 70 feet north of Islington Street	Auto Shop Hours; Mon-Fri 8AM-5PM, no weekends	n/a	NOT METERED	NO CHANGE RECOMMENDED	N/A
Penhallow Street @Moxy	Westerly side, beginning at Commercial Alley and running northerly for a distance of 45 feet	Mon-Sat 6a-7p; Sunday 6a-noon	TUES 05/04 - FRI 05/07	COMMERCIAL USE FINISHED BY 2PM	Recommend change to Paid Parking from 3pm - 8pm Monday - Saturday; 12p - 5p Sunday	1
Pleasant Street @Portsmouth Feed Co.	Easterly side, beginning 40 feet South from Congress Street for a distance of 40 feet.	Mon-Sat 6a-7p	4/26 1PM - 7PM, 4/27 - 5/1 9AM - 7PM	(loading took place at the following dates and times) 4/26- 05/01. 4/26 2:25PM-3:12PM, 4/27 9:04AM-9:38AM, 10:20AM-10:32AM, 11:06AM- 12:06PM, 4/28 9:05AM-11:14AM, 11:26AM -11:46AM, 11:57AM-12:28PM, 12:36- 12:45PM, 4:12PM- 5:14PM 4/29 10:27AM- 10:33AM, 11:48AM-12:03PM 4/30 10:55AM-11:37AM	Recommend change to LZ Hours: 6a-9a Monday - Saturday; 12p-5p Sunday	2
State Street A: @ Hammer	Northerly side, beginning 40 feet east from Pleasant Street for a distance of 40 feet. In addition, from 7PM-6AM, Mon-Sun, this area shall be designated as a taxi stand per Section 7A.408.	Mon-Sat 6a-7p; <u>CONVERTS TO TAXI STAND</u>	none	Little to no Commercial Usage after 2pm; This LZ doubles as a Taxi Stand; <u>we plan to address Taxi Stands at a later time</u>	NO CHANGE RECOMMENDED	N/A
State Street B: @ Atkinson	Southerly side, beginning 20 feet west from Atkinson Street for a distance of 57 feet.	Mon-Sat 6a-7p	5.12.21-5.15.21	No Commerical traffic after 3pm	Recommend change to Paid Parking from 3pm - 8pm Monday - Saturday; 12p - 5p Sunday	2
Vaughan Street	Westerly side, beginning at the intersection with Raynes Avenue and running southerly for a distance of 60 feet, from 6AM-9AM	Mon-Sat 6AM-9AM	n/a	ALREADY 6A-9A; PARKING THEREAFTER	NO CHANGE RECOMMENDED	N/A
Ceres Street	Westerly side, beginning 27 feet from Bow Street for a distance of 25 feet.	24/7	n/a	24/7	NO CHANGE RECOMMENDED	N/A
Ceres Street	Easterly side, beginning 95 feet from Bow Street for a distance of 40 feet.	24/7	n/a	24/7	NO CHANGE RECOMMENDED	N/A
Chestnut Street	Westerly side, south from Congress Street for a distance of 100 Feet	24/7	n/a	24/7	NO CHANGE RECOMMENDED	N/A
Daniel Street	Northerly side, beginning 123 feet east from Bow Street for a distance of 35 feet.	24/7	n/a	24/7	NO CHANGE RECOMMENDED	N/A
Haven Court	Both sides, entire length	24/7	n/a	24/7	NO CHANGE RECOMMENDED	N/A
Maplewood Ave	Easterly side, beginning 35 feet north from the intersection of Congress Street and Maplewood Avenue running for a distance of 70 feet.	24/7	n/a	24/7	NO CHANGE RECOMMENDED	N/A
Pleasant Street	Westerly side, beginning 21 feet south from the intersection of Pleasant Street and State Street running southerly for a distance of 30 feet.	24/7	n/a	24/7	NO CHANGE RECOMMENDED	N/A
Porter Street	n/a	24/7	n/a	24/7	NO CHANGE RECOMMENDED	N/A
						39

PARKING and TRAFFIC SAFETY COMMITTEE

ACTION SHEET

8:00 A.M. – November 16th, 2021
Conference Room A

PRESENT: City Councilor/Chairman Peter Whelan, City Manager Karen Conard, Public Works Director Peter Rice

Members: Mary Lou McElwain, Steve Pesci (via Zoom), Mark Syracuse, Harold Whitehouse, Fire Chief Todd Germain, Police Captain Mike Maloney, Erica Wygonik.

CITY STAFF: Parking Director Benjamin Fletcher

ACTION ITEMS FOR CITY COUNCIL

- **Discussion on Use of Loading Zone as Parking Inventory:**
Voted to Recommend changes to ordinance to allow for metered parking in certain loading zones after 3:00 PM. Refer to Council to schedule First Reading.
- **Conversion of 3 Unmetered Parking Spaces Adjacent to the Park at Market Street and Russell Street to Zone B:** Approval to meter three parking spaces on Market Street, within Zone B.

-
1. **Financial Report:** Accepted and placed on file Financial Report dated October 31, 2021
 2. **Public Comment Session:** There were 5 speakers: Michelle Wirth (NPP Viability); Charlie Moreno (NPP Viability); Ken Goldman (NPP Data Measures for Success); Liz Bratter (NPP Viability); Matthew Glenn (Bike Paths/Bike Lanes/Multi Use Paths-Hodgdon/Borthwick)
 3. **Status of Fleet Street Area Reconstruction Project:** Presentation by Staff Engineer Zach Cronin
 4. **Request for Traffic Calming Measures on Harding Road:** **Voted to** place results of study on file
 5. **Discussion of a Universal 25mph Speed Limit Throughout Portsmouth:** Presentation by Staff Engineer Tyler Reese **Voted to** create study group to further investigate all of Portsmouth street inventory and make recommendations
 6. **Request for RRFB at the Intersection of South Street and Broad Street:**
Voted to have Staff report back
 7. **Conversion of 3 Unmetered Parking Spaces Adjacent to the Park at Market Street and Russell Street to Zone B:** **Voted to** have Staff draft ordinance change to facilitate adding to Zone B.

8. **Discussion to Reconfigure Raynes/Vaughan as One Way:**
Voted to have Staff Schedule a Meeting for Public Input
9. **Discussion on Use of Loading Zones as Parking Inventory:**
Voted to Recommend changes to time of use to Council; refer for First Reading
10. **Update on Middle Street at Middle Road Traffic Calming:**
Informational; no action required
11. **Requested for Updated Speed Assessment at Aldrich and Boss:**
Informational; no action required
12. **Monthly Accident Report from Police:**
Informational; no action required
13. **Bike and Vehicular Traffic Volume Data:**
Informational; no action required
14. **NPP Mid-Pilot Report Back:**
Voted to hold Public Input meeting during evening hours to discuss mid-Pilot metrics
15. **Report Back on Intersection of Borthwick and Rte. 1:**
Informational; no action required
16. **Discussion as to Whether to Hold December PTS:**
Informational; taken under advisement
17. **Additional Letter from Tom Morgan:**
Voted to place on file
18. **Adjournment:** 09:42:51am: **Voted** to adjourn

Respectfully submitted by: Benjamin Fletcher

MEETING MINUTES

PARKING and TRAFFIC SAFETY COMMITTEE
Portsmouth, NH
CONFERENCE ROOM A
CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE

*Members of the public also have the option to join the meeting over Zoom
(See below for more details)**

8:00 AM

MINUTES

November 16, 2021

I. CALL TO ORDER

Chairman Peter Whelan called the meeting to order at 8:00 a.m.

II. ATTENDANCE

Members Present:

City Councilor/Chairman Peter Whelan
City Manager Karen Conard
Public Works Director Peter Rice
Fire Chief Todd Germain
Police Captain Mike Maloney
Mary Lou McElwain
Steve Pesci
Mark Syracuse
Harold Whitehouse
Erica Wygonik (Alternate)

Absent

City Staff Present:

Parking Director Benjaminjamin Fletcher

III. FINANCIAL REPORT

Harold Whitehouse moved to accept the Financial Report dated October 31, 2021, and place on file, seconded by Mary Lou McElwain. On a unanimous roll call, motion passed 9-0.

IV. PUBLIC COMMENT (15 MINUTES)

Michelle Wirth of 439 Hanover St. spoke to the Islington Creek Neighborhood Parking Program. Ms. Wirth commented that before the parking program she and her family could park in front of their house on the street. There are four drivers in the household and 6 cars. They are only allowed to park 4 cars. The extra cars park on State St. Ms. Wirth commented that they should be able to park as many cars as they need on their street. Ms. Wirth has incorrectly received 4 parking tickets in the past 3 months

and had to come to City Hall to have them voided. The number of parking tickets issued should not be a metric used when evaluating the success of the program. The program is a waste of city money and resources. This neighborhood has enough parking, and the Foundry Garage is close by. The ordinance already says that parking in this area is for residents only, so a parking program was already in place. The residents should just have transfer station stickers and the city needs to enforce it.

Charlie Moreno of 50 Cornwall St. echoed Ms. Wirth's comments. Parking in this area was not a problem before. Mr. Moreno rents out a 6-bedroom house. The city worked with him to ensure all of his tenants could park in the neighborhood with this program. However, there are not enough visitor passes for the people that live there. This is a costly program. The city could be using this money in better ways. Portsmouth is not a big city, and this is not needed. It is hard for Mr. Moreno and the contractors working on his house to accomplish what they need to in the 2-hour parking window.

Ken Goldman of 271 Islington St. also spoke to the Islington Creek Neighborhood Parking Program. Mr. Goldman commented that it was unclear what the measures of success are for this program. Some of these side streets have more cars parking now than they did before. It is unclear who will bear the cost of this program if it continues in the future. The community would probably vote to continue the program because right now it's free. It should be clear whether there will be a cost of not if this continues. They should not need to provide vehicle information for guest passes.

Elizabeth Bratter, owner of 159 McDonough St. commented that the Islington Creek Neighborhood Parking Program meetings should take place in the evening so people can come to speak on it. The program is right on target budget wise. It was clear that a lot of people needed passes for just guests. People who have passes are using their driveway parking. Now Ms. Bratter can park on the same block as her house. The parking enforcement has made that end of the street more organized and kept it clear for fire access.

Matthew Glenn of 34 Harrison Ave. commented that they should not have car doors open in the bike lanes. It is good to have the Maplewood Ave complete street program which is in the CIP. Mr. Glenn requested that the intersection with Borthwick Ave., Hodgson Way, and Route 1 go on the agenda in September. At the time there wasn't a crosswalk signal there, but now there is on one side of the multi-use path. The crosswalk does function pretty well, but it does cross 6 lanes of traffic. It would be good to have a connection from the multi-use path to Dondero Foley Way and the rail trail. It had been identified by the Planning Department as the preferred route. Crossing from Borthwick Ave. to Hodgson Way is a large radius and has a curve. It is tough visibility for cars. Mr. Glenn reached out to Joe Johnson at GPI and he had some suggestions for the area. Mr. Glenn noted that he would forward them to the Committee.

Chairman Peter Whelan suspended the rules to bring forward VII. Informational Item E. Status of the Fleet Street Area Reconstruction Project to the first item in the agenda.

V. SITE VISITS

South Street @ Broad Street – Proposed RRFB. Chairman Peter Whelan noted that this would be discussed under New Business.

VI. NEW BUSINESS

(No public comment during Committee discussion without Committee approval.)

A. Request for traffic calming measures on Harding Road. Staff presentation of speed data.

Parking Director Benjamin Fletcher commented that this was requested by the residents. A speed monitoring device was installed. The speed limit is 20 mph. The average speed is 23 mph and the 85th percentile is 28 mph. No further action is recommended at this time. Public Works Director Peter Rice moved to place results of study on file, seconded by Harold Whitehouse. On a unanimous roll call, motion passed 9-0.

B. Discussion of a default 25mph speed limit on all streets throughout Portsmouth. Presentation by Staff Engineer.

Tyler Reese from the DPW provided a map with all of the current speed limits in Portsmouth. All of the streets in gray are the state default of 30 mph state. Not all of the signed speed limits match what is recognized in the ordinance. The Committee can use this to have a discussion on the citywide speed limit idea and what that would look like.

Public Works Director Peter Rice commented that Steve Pesci had previously requested a review of the speed limits throughout the city to see if it was appropriate to implement a citywide speed limit. That may not be appropriate for this city. Some streets should be 25 mph, but others are appropriately set at 30 mph. One size fits all may not be the best approach. The Committee should review the classifications of roads and see how that fits with the speed limits.

Steve Pesci noted that it was good to have the map and identify the discrepancies in the ordinance. There should not be a blanket speed limit across town, but it would be good to have a downtown speed limit. Steve Pesci agreed that there were a lot of areas outside the downtown core where 25 mph would be inappropriately low.

Erika Wygonik noted that 30 mph should not be the default for residential roads. It would be good to go through the classification of roads and look at the speed limits from that perspective.

Chairman Peter Whelan suggested that Steve Pesci and Erika Wygonik could form a subcommittee to come up with a set of recommendations.

Public Works Director Peter Rice commented that it would be good to clean up the ordinance and make any changes all at once if possible.

Steve Pesci commented that he was happy to take this on and questioned if Pease fell under Portsmouth's jurisdiction for speed limits. Public Works Director Peter Rice commented that they would need to coordinate with the Pease Development Authority if they wanted to adjust any speed limits.

Public Works Director Peter Rice moved to create a study group to further investigate all of Portsmouth's Street inventory and make recommendations, seconded by Mary Lou McElwain. On a unanimous roll call, motion passed 9-0.

C. Request for RRFB at crosswalk located at South Street and Broad Street. (Site Walk Item)

Public Works Director Peter Rice commented that the southern side of the sidewalk was being heaved up by large trees. There is no way the trees will be removed, and the abutting property owners are not interested in relinquishing property to move the sidewalk. They want to eliminate the sidewalk and loam and seed it. This signalized crosswalk is proposed to create a safe path to get to the signalized intersection. It is not ideal to have it so close to the intersection; however, it will be safer for students to cross here. This will prevent students from darting between cars.

Erika Wygonik agreed that the sidewalk was not safe, and the right of way was narrow. There is some distance between this location and the signal. People will cross here.

Mary Lou McElwain commented that she used that crosswalk often and did not think it was a safe area. If RRFB helps one person cross great. They are not used consistently through the city. People just zip across the streets. The city needs to educate the residents to make sure people are using them for safety.

Mark Syracuse questioned if the property owners were willing to move their fence or if they could remove the trees. Public Works Director Peter Rice responded they were not, and the trees will not be removed. Mark Syracuse was concerned about pedestrians not being able to see cars coming from the right. In the short term the city could put in signage and paint the street to make cars more aware.

Public Works Peter Rice commented that the flashing signage is less than 15k. It is still a lot of money, but it is not 26k. There is additional signage there now, but they can add paint. Trees and visibility do come into play. The issue is that cars coming from the right can't see the pedestrians. The trees aren't causing that issue it is the queued cars. The flashing beacon will make people aware there is a crossing there. Mark Syracuse suggested using signage and paint in the short term and install the signal in the spring.

Mary Lou McElwain commented that they addressed this intersection a few years ago and questioned if some of that information could be brought forward again. There is a bigger picture, and it would be good to understand what is happening at the intersection. There is a lot of traffic on South St., and it would be good to make it safer for the pedestrians.

Chairman Peter Whelan suggested continuing this to the next meeting so staff could return with some recommendations.

Erika Wygonik noted that it was close to a signal but not beyond what's acceptable. They would want to see good use of the crosswalk. It's a good connection point for 3 downtown schools in the district. The RRFB would help increase visibility. When looking at numbers, they need to consider the number of people currently crossing here and the number of people crossing at the signal. This would consolidate those crossings at this location. Given the tradeoffs it makes sense to put an RRFB here.

Mary Lou McElwain moved to have staff report back, seconded by Mary Syracuse. On a unanimous roll call vote, motion passed 9-0.

**D. Conversion of Three (3) open parking spaces on Market Street at Russell from Zone B.
Sample Motion: Draft Ordinance Change to Chapter 7 to Convert to Zone B**

Parking Director Benjamin Fletcher commented that these parking spots were created when the park went in. These three new spaces were observed over the summer, and it was found that they were being used by people working downtown. The stay and pay program is resulting in 91% of users moving on within 3 hours. This proposal is to convert these spaces to that program. This change will have the desired effect and make the spaces available for those who want to visit the park.

Mary Lou McElwain commented that this tied into Tom Morgan's letter regarding bike safety in this area. Mary Lou McElwain questioned if there should even be parking there. It is not very safe, and the city may not need it.

Chairman Peter Whelan commented that the 3 spots there are for the park overlooking the Mill Pond. The spaces are always filled not because it's free.

Public Works Director Peter Rice commented that if they implement the fee and find no cars are parking there, then that will show the spaces area not needed. Bike lanes adjacent to parked cars have the risk of a dooring incident. Both bicyclists and motorists have to be aware. If the spaces aren't needed at all, then it is reasonable to talk about eliminating them. There have been requests for more parking because it is wide enough. Mary Lou McElwain commented that she did not think the spaces were needed and that the bike lane there was not safe. Public Works Director Peter Rice clarified that the bike lane was designed per the requirements of a safe bike lanes. The width is appropriate to accommodate a bike and a car door opening.

Mary Lou McElwain commented that they should evaluate if the spaces are needed or not before adding the expense of putting in meters. Parking Director Benjamin Fletcher commented that they had meters in stock that are available for use.

City Manager Karen Conard moved to have Staff draft an ordinance change to facilitate adding to Zone B Rice, seconded by Public Works Director Peter Rice. On a roll call vote, motion passed 8-1. Mary Lou McElwain opposed.

VII. OLD BUSINESS

A. Request to Review Raynes/Vaughan as One Way. Staff working to introduce concept to abutters.

Public Works Director Peter Rice commented that they were in the process of looking at converting this to a one-way street moving forward. They have heard back from the majority of businesses, and they are in favor. This change would add 4 more parking spaces. This was done as a pilot during construction, and they found it worked well. Before this Committee does a final vote, they would like to have a public meeting to give people an opportunity to speak to it.

- B. Discussion of Sharing Loading Zones as Parking Inventory at Designated Times. Staff working to introduce concept to local businesses through EDC. **Sample Motion: Move to Approve and Refer to Council for First Reading.****

Chairman Peter Whelan commented that loading zone inventory and recommendations were in the packet.

Parking Director Benjamin Fletcher commented that the goal was to recapture some of the space. The recommendations that are listed in the packet are based on data collected by their intern last summer. Some would remain the same, some would become shared parking after 3 pm, and some would be eliminated completely because there is no commercial use at all. Chairman Peter Whelan clarified that they would gain 39 spaces with these recommendations.

Mary Lou McElwain noted that some trucks don't use any of the loading zones. Parking Director Benjamin Fletcher commented that they stop them when they can.

Public Works Director Peter Rice noted that if this was approved by this Committee and City Council it would be implemented as a pilot program for a year. There would be opportunities to make changes if needed. This is a good opportunity to gain parking spaces that are currently off limits during peak demand.

Erika Wygonik questioned if there was anything different from what was brought forward before. Parking Director Benjamin Fletcher responded that he highlighted loading zones that did not have any proposed changes.

Chairman Peter Whelan noted that most deliveries happen in the morning and are done before 3 pm.

Mary Lou McElwain moved to recommend changes to time of use to Council; refer for First Reading, seconded by Harold Whitehouse. On a unanimous roll call vote, motion passed 9-0.

C. Middle Street/Middle Road Traffic Calming

Public Works Director Peter Rice commented that this was a pilot effort looking for calming opportunities. There is money in the CIP for 2023 to implement some of the changes. Prior to any permanent change they would come back to PTS and have more neighborhood discussions. This intersection modification has been well received. The intent would be to keep the configuration through the winter with a couple jersey barriers.

Harold Whitehouse questioned if they needed state approval to do this. Public Works Director Peter Rice responded that they did not. It was part of the city compact.

Erika Wygonik noted that it was a good change, and they should keep it. They should ensure that bikers can still use the corner with the jersey barriers in place.

Chairman Peter Whelan questioned if they needed a motion for this. Public Works Director Peter Rice responded that they did not. This was just informational.

D. Request for speed assessment at Aldrich and Boss. Staff presentation of speed data.

Parking Director Benjamin Fletcher commented that this was a continuation of the speed assessment done prior to the speed table being placed. The results from the 2020 study were that the speed limit was 20 mph, the average speed was 24 mph, and the 85th percentile was 29 mph. The speed table was installed in September of this year. Results from the study after the speed table was installed showed that the average speed was 24 mph and the 85th percentile was 28 mph.

VIII. INFORMATIONAL

A. Monthly Accident Report from PD

Police Captain Mike Maloney commented that there were 74 total crashes. 45 of them were reportable crashes and one motor vehicle accident that involved a pedestrian.

B. Bike and Vehicular Traffic Volume Data

Parking Director Benjamin Fletcher commented that this was a continuation of the information received from the Market St. and Nobles Island camera. Traffic is starting to dip as the season starts to change. The bike traffic is not the same volume as a few years ago but the gap is closing.

Harold Whitehouse commented that he thought changing the Middle St. bike lane was working. Public Works Director Peter Rice commented that this was currently under review. The modification to the bike lane was proposed as a pilot effort and will be monitored for 6 months. They are working with an engineering firm to evaluate the data and come back with recommendations. Anecdotally there have been less complaints, but the speed data has gone up and the intersections are being impacted. People talk about concerns of bikes next to car doors. This situation has been created here. There are pros and cons to it. It will be good to see what the review results are. Lincoln Ave. has been painted out as an alternate route and that is good. The additional crosswalk near Aldrich Rd. is also good. They need to look at the whole road. It is more than just the bike lanes. It is more challenging coming off some of the side streets with this bike lane change.

C. NPP Mid-Pilot Report Back

Parking Director Benjamin Fletcher commented that they have seen relative success of this pilot program. The concept of the project was introduced in 2017 because there was the perception that downtown employees were parking for free in this area. That was prior to the garage and downtown parking program. Residents are allowed up to 3 permits per household and one guest permit. Residents who don't live in the neighborhood can have a single pass if they want as well. The total passes issued is 381 and 34 of those passes are for residents outside the neighborhood. There have also been 191 guest passes issued. That is a total of 572 passes, which is a lot more than the 251-space parking availability in the neighborhood. The supply vs. demand is upside down, but they have observed people using their driveways to alleviate the burden.

The garage has opened, and the downtown employee parking program provides a discounted parking option. Users of this program have increased each month. In the summer of 2020, there were 125 in the program. At the launch of the Pilot on 8.4.21 there were 377 total users. Employees took advantage of the program before the pilot launch. There was another assumption that people who had been parking in the neighborhood would migrate to surrounding areas and the Foundry Garage and Bridge St. Lot would see an increase in volume. That has not been the case. The Foundry Garage and Bridge St. Lot have remained consistent. That lends more weight to the belief that downtown workers are no longer the primary users of the parked cars in the neighborhood. The pilot neighborhood inventory has shown an increase in 12 spaces available since it began. Those spaces have been more on the west side of the neighborhood.

Citations for cars parked longer than 2 hours were mostly issued in August. There have been a total of 254 tickets issued through the pilot and 40 of them were warnings. It was estimated that the program will cost \$54K for the pilot and \$100K per year. Some of that includes one-time purchases like signage. The remaining costs are ongoing administration, enforcement, mileage, and supply costs. As of October 26th, the program has spent \$36,729.12.

Erika Wygonik questioned what total spaces gained meant. Parking Director Benjamin Fletcher clarified that they were seeing 12 spaces open that weren't open before. There are 251 spaces total.

Chairman Peter Whelan questioned if the Rock St. area gained inventory. Parking Director Benjamin Fletcher responded that anecdotally it seems there's more space. People have said there is. One speaker today had said the opposite. That area has limited inventory and a lot of housing. The cars utilizing those spaces were predictably the people who live there.

Chairman Peter Whelan commented that they should have this meeting at night so people can participate in the presentation and discussion. Chairman Peter Whelan questioned if they needed to make any changes to the program. Parking Director Benjamin Fletcher responded that they haven't seen anything that needs immediate attention. They could discontinue the license plate requirement for visitors if they wanted.

City Manager Conard noted that they will work with staff to coordinate an evening meeting. They will try to do it before the next PTS meeting.

City Manager Karen Conard moved to hold Public Input meeting during evening hours to discuss mid-Pilot metrics, seconded by Public Works Director Peter Rice. On a unanimous roll call vote, motion passed 9-0.

D. Report Back on Intersection of Borthwick and Route 1

Public Works Director Peter Rice commented that the contractor was working on it yesterday. All topics that were raised are part of the CIP. This should just be put on file as informational.

E. Status of the Fleet Street Area Reconstruction Project

Zach Cronin from the DPW and Dan Rochette from Underwood Engineers spoke to the presentation. Mr. Cronin noted that the purpose of the presentation was to start a dialogue and show conceptual options. Fleet St. is part of the EPA consent decree, and they are required to complete a sewer separation project on Fleet St. There has been a little bit of outreach with the public about what people would want to see or not want to see when the street is redone. There has also been open office hours with Underwood Engineers. There have been comments about whether or not to make it one way or two way, make utilities underground, provide ADA access, and create wider sidewalks.

There has also been comments about improving trash removal, adding more greens spaces, and improving drainage and lighting. Moving forward they would like to get additional public input and display posters downtown to get more public comment. There are three different traffic concepts. The first is a two-way street without parking. The second is a one-way street with parking and one wider sidewalk for green space. The third is a one-way traffic without parking and wider sidewalks for green space. There is also always the option to just replace the utilities and street in kind. This is a unique opportunity to look at things that can be improved. The one-way options would allow them to remove the left-hand turn lane. That will allow for more diagonal parking in Market Square. The proposed schedule is to display the posters this month and leave them displayed through the end of the year. Then the information will be compiled, and they will come back to this Committee with a preferred layout and design in 2022. Construction could begin in 2023.

Public Works Director Peter Rice commented that the intent is to have a poster with all 3 options on the same posterboard.

Harold Whitehouse noted that the Music Hall has a lot of large vehicles that go to it and questioned if that had been considered for turning movements and sightlines. Mr. Cronin responded that they have had some traffic engineers look and investigate the area and they can bring that up.

Erika Wygonik questioned what would be displayed on the posters and if this would be advertised more than just on the posters. Mr. Cronin responded that the posters would advertise that the city needs input and direct people to the web site. Public Works Peter Rice added this will also be advertised on the city web site and included in the city newsletter. The poster is part of a larger outreach. They have piloted sections of Fleet St. as one way during Covid and have not had a problem. The truck turning radius will be critical. Often times they hear people were unaware of proposed changes. The goal is to make sure people are aware and can speak to it.

Mary Lou McElwain questioned if all the businesses in the area have been involved in the planning. Parking should not increase in Market Square because they are trying to reduce the number of cars going through the center of town looking for parking. Mr. Cronin responded that they have reached out to businesses in addition to the outreach and had the open office hours. They can accommodate parking in Market Square or not. This presentation is just to open a dialogue.

Erika Wygonik noted that they should make extra posters to bring to big events in the city. City Manager Karen Conard confirmed they could do that. This will also be advertised on the web site, channel 22, and the library.

Mr. Rochette noted that the additional diagonal parking in Market Square could be anything. The intent was to show that open space was available. They could widen the sidewalk and make it an area for pedestrians.

Chairman Peter Whelan questioned if they knew how the construction would be sequenced. Mr. Rochette responded that was far out, but they would most likely go one block at a time. Public Works Director Peter Rice added that they would probably try to do something similar to the experience on State St. because it was a good one. They shut down construction early on Fridays, so businesses could have better sales on the weekend. It took longer but it was a more inclusive in process and was less disruptive.

F. Discussion on Whether to Hold December PTS Currently Scheduled for 12.2.21

Chairman Peter Whelan questioned if they should have a meeting in December or not. This meeting is happening mid-November, so it probably is not needed. Harold Whitehouse commented that it could be the Chairman's decision.

IX. MISCELLANEOUS

A. Additional letter from Tom Morgan regarding Maplewood and Market.

Chairman Peter Whelan confirmed they received a letter from Tom Morgan.

Harold Whitehouse moved to place on file, seconded by Public Works Director Peter Rice. On a unanimous roll call vote, motion passed 9-0.

Mary Lou McElwain requested adding a stop sign at Marcy St. and Mechanic St. There is a stop sign there now but people stop and whip through. It is especially unsafe for cyclists coming down Marcy St. They should add a stand-alone stop sign right at the crosswalk there. Public Works Director Peter Rice suggested that they revisit the information Eric Eby gathered when he looked at this. Public Works Director Peter Rice rides this intersection all the time. He is aware of that comment but has not experienced that. Cyclists have the responsibility to pay attention in tight areas. Mary Lou McElwain commented that the fence makes it difficult to see a car coming up to the intersection. Public Works Director Peter Rice noted that they could revisit this discussion.

Mary Lou McElwain was concerned about the safety of the crossing guards in heavy, fast traffic. Public Works Director Peter Rice noted that was DPW's responsibility because it was operational.

Mary Lou McElwain requested that they make sure to treat the sidewalks surrounding the Foundry Garage during the winter to keep the access safe for pedestrians.

Erika Wygonik requested that they move the meeting to 8:15 instead of 8:00. It would be easier for her and other parents to come to the meeting after school drop off. Mark Syracuse noted that any time after 3 pm would work better. Chairman Peter Whelan commented that they could discuss this with the new chairman. It may make sense to rotate the meetings, so some are in the morning, and some are in the evening.

X. ADJOURNMENT

Harold Whitehouse moved to adjourn the meeting at 9:42 am, seconded by Mary Lou McElwain. On a unanimous roll call vote, motion passed 9-0.

**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_oBYZTq4WSgGfK7_CCr6vLQ*

PARKING and TRAFFIC SAFETY COMMITTEE
ACTION SHEET

8:00 A.M. – January 6th, 2022
Conference Room A

PRESENT: City Manager Karen Conard (temporary Chair), Public Works Director Peter Rice

Members: Mary Lou McElwain (zoom), Steve Pesci (Zoom), Mark Syracuse, Harold Whitehouse, Fire Chief Todd Germain, Police Captain Mike Maloney, Erica Wygonik

CITY STAFF: Parking Director Benjamin Fletcher

ACTION ITEMS FOR CITY COUNCIL

- None
-

1. **Financial Report:** Accepted and placed on file Financial Report dated November 30, 2021
2. **Public Comment Session:** There were 2 speakers: Lenore Weiss-Bronson (Traffic Calming on Woodbury Ave); Robin Rousseau (NPP for downtown residents)
3. **Request for RRFB Just West of Islington and Vine:** **Voted to** have Staff review traffic activity in Spring 2022 and report back
4. **Request for No U-Turn at Market St. Extension and Nobles Island:** **Voted to** have Staff research and report back with regard to traffic data, accident data, standard parameters for disallowing U-turns
5. **Request for 4-way Stop at Intersection of State St. and Union:** **Voted to** have Staff study and report back with regard to traffic volumes, layout and industry standards
6. **Request to add LED Accent Lighting to New Stop Signs on Banfield Road:** **Voted to** approve and install four (4) LED-Accented Stop Signs on Banfield Road
7. **Formation of Sub-committee to study Portsmouth Street Inventory and Make Speed Limit Recommendations:** **Voted to** have Staff work to develop a draft Portsmouth Street inventory, share it with a working group, the byproduct of which will come to before PTS Committee for consideration
8. **Request for RRFB at South and Broad:** **Voted to have Staff review traffic:**
Informational; no action required

9. **Monthly Accident Report from Police:**
Informational; no action required
10. **Bike and Vehicular Traffic Volume Data:**
Informational; no action required
11. **Middle/Miller Street presentation by Derek Caldwell from Sebago Technics:**
Informational; no action required
12. **Bartlett Street Public Meeting Review Presentation:**
Informational; no action required
13. **Borthwick and Rte. 1 Update:**
Informational; no action required
14. **Letter from Liz Bratter:**
Voted to place on file
15. **Update on 273 Austin Street Request to Reduce Parking**
Voted to place on February New Business Agenda
16. **Letter from Lenore Weiss-Bronson:**
Voted to place on file
17. **Adjournment:** 09:30:55am: **Voted to** adjourn

Respectfully submitted by: Benjamin Fletcher

MEETING MINUTES

PARKING and TRAFFIC SAFETY COMMITTEE

Portsmouth, NH

CONFERENCE ROOM A

CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE

*Members of the public also have the option to join the meeting over Zoom
(See below for more details)**

8:00 AM

MINUTES

January 6, 2022

I. CALL TO ORDER

City Manager Conard called the meeting to order at 8:00 a.m.

II. ATTENDANCE

Members Present:

City Manager Karen Conard
Public Works Director Peter Rice
Fire Chief Todd Germain
Police Captain Mike Maloney
Mary Lou McElwain
Steve Pesci
Mark Syracuse
Harold Whitehouse
Erica Wygonik (Alternate)

Absent

City Staff Present:

Parking Director Ben Fletcher

III. FINANCIAL REPORT

Parking Director Ben Fletcher commented that they were doing better than what they budgeted for in almost every category except one, which is on target.

Harold Whitehouse moved to accept the Financial Report dated November 30, 2021, and place it on file, seconded Public Works Director Peter Rice. On a unanimous roll call, motion passed 9-0.

IV. PUBLIC COMMENT (15 MINUTES)

Lenore Weiss Bronson of 828 Woodbury Ave. spoke to the traffic calming request submitted by the Frank Jones Farm Neighborhood for Woodbury Ave. There have been traffic calming requests for this area since the '90s. There have been multiple requests for stop signs and speed bumps to be installed along Woodbury Ave. Ms. Weiss Bronson was told that the request was submitted to the CIP. It was reviewed by the PTS, and it was put on file or is not being dealt with at this point. There is no stop sign between Granite St. and Bartlett St. Action has been promised in the past, but nothing has ever come of it. This area has a history of horrendous accidents. Cars come through this area to get to Home Depot and other shopping areas. However, they should access that shopping area from the traffic circle and Brady Dr. Traffic is being diverted into a residential neighborhood. This problem needs to be addressed. They did install sidewalks, but it's still unsafe. There are no crossing guards in this area for kids getting on the bus. Nobody uses the crosswalk because it's not in a place where they would normally cross. There are 250 homes in this neighborhood and this speeding problem needs to be addressed. This neighborhood should be closed like Echo Ave. was. The City needs to stop deprioritizing this area. It is not an expensive project to put in stop signs. The Committee should propose a concrete solution that is not put on file.

Public Works Director Peter Rice responded that the concerns have been heard. The process of coming up with solutions started last fall with the collection of data. There is a project in the CIP that speaks to traffic calming measures. There are ideas being developed to move forward. The concern that has been raised and has been heard. It has not been ignored. The process is underway and there are funds identified in the CIP for traffic calming. This project was not specifically called out in the CIP because it's funding for a series of projects. Stop signs have come before the Committee many times in the past and have not been deemed warranted.

City Manager Karen Conard commented that they would schedule a meeting about Woodbury Ave. and other traffic calming efforts. It will be properly noticed and there can be a larger discussion at that time. For now, the Committee will take Ms. Weiss Bronson's letter.

Robin Russo supported Ms. Weiss Bronson's comments. Ms. Russo sat in the breakout committee for the pilot parking program for the Islington Creek Neighborhood. More people were supporting the program than not supporting it. The program has been an overwhelming success. Ms. Russo lives in the McIntosh Building and requested that their neighborhood be considered next for a permit parking program. This neighborhood takes the the brunt of tourism. It is their turn for a parking program. Ms. Russo requested that these meetings happen in the evenings instead of the morning, so more people could attend.

V. SITE VISITS: None

VI. NEW BUSINESS

(No public comment during Committee discussion without Committee approval.)

- A.** Request for crosswalk with RRFB, just west of the intersection of Islington St. at Vine Street

Public Works Director Peter Rice moved to have Staff review traffic activity in Spring 2022 and report back, seconded by Harold Whitehouse.

Parking Director Ben Fletcher commented that this was a citizen request. There will be more traffic in the spring and summer than now, so they will evaluate then.

On a unanimous roll call, motion passed 9-0.

- B.** Request for No U-Turn sign request at Market St. Extension and Nobles Island

Parking Director Ben Fletcher commented that this was another citizen request. The picture shows where the U turn would be located. They need to discuss whether or not it is warranted.

Public Works Director Peter Rice commented that it was unclear on how big of a problem this really was. There have been no prior complaints about this. Public Works Director Peter Rice had not reviewed the MUTCD requirements about when it is appropriate. They needed to do more research to understand how big of a problem this was and when a U-turn was warranted.

Harold Whitehouse questioned if any part of that road was State controlled. Public Works Director Peter Rice responded that it was not.

Parking Director Ben Fletcher commented that they do have traffic counts for that area already. They can add a camera to observe how many U-turns are happening.

Public Works Director Peter Rice moved to have Staff research and report back with regard to traffic data, accident data, standard parameters for disallowing U-turns, seconded by Harold Whitehouse.

Mark Syracuse commented that a lot of people heading outbound realize that they don't want to go all the way down, so people make illegal moves.

Erika Wygonik commented that a warranted U-turn may be based on crash history.

Steve Pesci commented that unless there have been accidents there in the past, then they should keep the U-turn as long as there is engineering capacity. It would be good to have that flexibility if it can be maintained safely.

On a unanimous roll call, motion passed 9-0.

C. Request for 4-way Stop at the Intersection of State Street and Union

Parking Director Ben Fletcher commented that this as another citizen request. The requesting party believes it would be beneficial to have a 4 way stop here.

Erika Wygonik moved have Staff study and report back with regard to traffic volumes, layout and industry standards, seconded by Public Works Director Peter Rice.

Harold Whitehouse questioned if they should add a timeframe for the report back. City Manager Karen Conard responded that they currently had limited staffing resources so, they would work as fast as possible. Public Works Director Peter Rice added that they were working with a contract engineer right now. This would require a warrant evaluation and they would have to collect traffic counts. This will take a few months.

On a unanimous roll call, motion passed 9-0.

D. Request to add LED Accent Lighting to New Stop Signs on Banfield Road

Public Works Director Peter Rice moved to approve and install four (4) LED-Accented Stop Signs on Banfield Road, seconded by Mary Lou McElwain.

Public Works Director Peter Rice commented that this proposal was brought forward by DPW after looking at the new stop signs along Banfield Rd. and the crash history in the area. People are not aware of the stop signs as they are going down the road. The LED lighting will help bring awareness.

Police Captain Mike Maloney commented that the Police Department would see this as a benefit. People are running these new stop signs in excess of 25-30 mph. City Manager Karen Conard questioned how many stop signs this would apply to. Public Works Director Peter Rice responded four.

Harold Whitehouse questioned how they would be powered. Public Works Director Peter Rice responded that they would be solar powered LED lights.

Erika Wygonik suggested adding a sign about a new intersection control ahead. It might be good to put up a temporary sign to alert people.

Mark Syracuse questioned if the word new was effective on the stop signs. Police Captain Mike Maloney responded that they were effective and working in the sense that the stop sign is clearly visible. People have been driving the street 20-30 years and are not used to stopping. Public Works Director Peter Rice added that the word “new” is on there to tell people that it hasn’t always been there. It’s not a traffic control element; it’s informational.

Steve Pesci commented that he supported introducing the LED signs. However, they should use them judiciously and develop a threshold for appropriate use because of the cost. They should not have these all over town. Public Works Director Peter Rice responded that this decision came down to police monitoring and accidents. That was the justification to add it.

Erika Wygonik suggested that they could add the LED for a medium-term duration then move them to another part of the City after people got used to it. Public Works Director Peter Rice did not agree because it would be problematic. If they were doing a temporary sign, then it should be separate from the stop sign.

On a unanimous roll call, motion passed 9-0.

VII. OLD BUSINESS

- A.** Confirmation of formation of Sub committee to study Portsmouth Street Inventory and make speed limit recommendations. (NB 11.16.21)

Public Works Director Peter Rice commented that they were concerned that they forced this through without confirming if Erika Wygonik and Steve Pesci were interested in participating in this. Staff can take the lead or support them in this effort.

City Manager Conard commented that staff should come up with the initial plan and then consult Erika Wygonik and Steve Pesci.

Erika Wygonik confirmed that she would be happy to participate and support the effort. Public Works Director Peter Rice confirmed that staff would put the plan together and take the lead. Then they can report back. Steve Pesci agreed that he would be happy to participate and work with staff.

City Manager Conard commented that they could form a subcommittee to review what staff comes up with. Public Works Director Peter Rice noted that it would be better to start this as a working group and report to the committee in a public format after some work has been done.

City Manager Karen Conard moved to have Staff work to develop a draft Portsmouth Street inventory, share it with a working group, the byproduct of which will come to before PTS Committee for consideration, seconded by Mark Syracuse.

Steve Pesci noted that there were a couple items about minimum speed limits going through the legislature right now. They should keep an eye on that.

On a unanimous roll call, motion passed 9-0.

**B. Request for RRFB at the Intersection of South Street and Broad Street (NB 11.16.21)
Sample Motion: Staff to Place Traffic Camera in Spring 2022 and Report Back**

Public Works Director Peter Rice commented that this was just informational. There was no motion needed for this.

Harold Whitehouse commented that they talked about putting in a blinking light at the corner of Broad St. and South St. but those are not effective. Harold Whitehouse questioned if raised pavement would be more effective. Public Works Director Peter Rice responded that the issue wasn't speeding as much as pedestrian crossing visibility. A raised table would not address that concern. It was not a blinking light that was proposed. It was an RRFB.

Steve Pesci commented that this falls into the category of being judicious about introducing electronic signage in the City. This looks like a safe crosswalk. It will be good to see a report back.

VIII. INFORMATIONAL

A. Monthly Accident Report from Police

Police Captain Mike Maloney commented that there were 70 crashes total and 40 in the month of November. They are tacking around average.

Harold Whitehouse questioned if they could stencil the words "look up" in the crosswalk to encourage people to look up from their phones and be aware of the cars. Public Works Director Peter Rice responded that there were very specific things that they can and cannot put in the crosswalk, so it may not be possible. Harold Whitehouse questioned how they could educate people to look up. City Manager Karen Conard responded that it was just common sense.

B. Bike and Vehicular Traffic Data

Parking Director Ben Fletcher commented that the counts were considerably higher and closer to the 2019 numbers in both Noble's Island and the South St. locations.

C. Middle/Miller Street presentation by Derek Caldwell from Sebago Technics
12.9.2021

Traffic Engineer Derek Caldwell and Project Manager Brad Lyon from Sebago Technics spoke to the redesign proposal for this intersection. Mr. Caldwell commented that the purpose of the project is to modernize the signal and increase mobility for vehicles, pedestrians, and bikes. The intersection is at Middle St., Miller Ave., and Summer St. Today the four-way signal operates on a fixed time setting. There is no detection for vehicles, so the signal runs regardless of the vehicle demand. The existing pedestrian crossings will be maintained, and the curb ramps will be upgraded. There are no separate bike facilities out there today. The concept designs show opportunity for a more formal bike lane. There is no emergency vehicle preemption today, and this design will incorporate that. Today there is one traffic signal on a mast arm and the rest are on posts. Overhead traffic lights are better for visibility. Traffic volumes are based on traffic counts taken this past summer and adjusted for Covid. Middle St. had the major movement and northbound had the highest. Miller Ave. had a heavy right turn movement. The first option would maintain the existing lane configuration. One change would include new signal equipment and they would implement a left turn green arrow to allow for a protective left from Middle St. to Miller Ave. This option would also pull the curb lines to create a shorter pedestrian crossing and defined bike lanes. The other alternative would put in a left turn on both Middle St. approaches. For both alternatives all signal equipment will be replaced at the intersection and there would be curb reconstruction to meet ADA compliance. The exclusive crosswalk pedestrian phase will be maintained. If they keep only one lane in each direction for option 1, then there will be excess shoulder space. That would give the opportunity to create a defined bike lane too. The concern with this configuration is that there would not be a defined turn lane for the protective left onto Miller Ave., so the protective phase would come up each cycle. It could be turned off for certain times. The benefit of this layout is that the on street parking can pretty much remain the same. The second option would have a dedicated left turn on Middle St. in both ways. The curb lines would stay the same. They can put in some form of bike lanes, but it comes at the expense of on street parking. This provides protected phasing for left hand turns and an area to queue up. Operationally the intersection would be more efficient. The turn lane would only activate if a vehicle was there to turn. The left turn lane onto Summer St. would not have as high of a volume, but they would have to mirror the left lane on both sides. The vehicle capacity analysis outlines the level of service. The option without a dedicated left turn shows that the northbound approach would suffer. The second option has a better level of service. Today cars can bypass a vehicle. That may not be an option if the curb lines are brought in. There would be 20

spaces to the south and 7 to the north of the intersection with option 1. The second option would have 6 on street parking to the south and 4 spaces to the north.

Public Works Director Peter Rice commented that this presentation was the start of a public discussion. The intent was to bring this to the Committee then they will have a public input discussion. This will come back to the Committee with a recommendation after that. The goal of today was to get any feedback.

Harold Whitehouse commented that people were complaining that the current ADA mats get slippery. Derek Caldwell responded that the panels are required. The material of them can be different. Plastic can be more slippery. Brad Lyon commented that the mats were required to let blind people know they were entering traffic. They can steepen the slope while staying ADA compliant to help make sure water slides off before freezing.

Mary Lou McElwain commented that this project was a long time coming. This intersection is very unsafe and needs major changes. The no turn on red signs should remain. They should not lose any parking spaces.

Steve Pesci questioned if there was a possibility of a hybrid that would allow the southbound side of Middle St. to have a dedicated left turn only lane. Option two doesn't quite fit the neighborhood. It is important to look at the level of service and account for pedestrian safety with the shorter crosswalks. Derek Caldwell responded that if they provided a left lane for the south, then they would have to mirror it on the other side in some fashion on the northbound side. It could be a painted island. Steve Pesci commented that option one was a better fit at this point.

Erika Wygonik agreed with Steve Pesci's comments. It will be good to upgrade the signal. The protected left should have its own lane. It would be good to look at a hybrid that could have a taper and save some parking. Pedestrian safety is important. Improving the intersection to help facilitate bike lanes is an important factor. The level of service results are reasonable.

Mark Syracuse questioned when the public session was. Public Works Director Peter Rice responded that it was not scheduled yet, but it will be advertised. Mark Syracuse commented that it is important to notify abutters because parking would be impacted. Public Works Director Peter Rice agreed. They would not make changes without informing abutting properties.

City Manager Karen Conard questioned when the last time this intersection was comprehensively studied. Public Works Director Peter Rice responded that 15

years ago they made effort but had an issue with easements. They were unable to move forward. That has been resolved now.

Mark Syracuse questioned if there was an increase in accidents in that intersection. Police Captain Mike Maloney responded that there was not.

Mary Lou McElwain commented that they need to consider the bus and emergency routes at this intersection.

Erika Wygonik commented that they should try to pull the curbing in to better align Miller Ave. and Summer St. as much as possible.

D. Bartlett St public meeting review presentation, by Staff Engineer Tyler Reese

Tyler Reese commented that staff had a public input session with the residents of Bartlett St. for planned improvements. Bartlett St. is in need of a full roadway reconstruction and replacement of underground utilities. They are in the fact finding and data collection phase and seeking input from PTS as well as the community. Bartlett St. has substandard crosswalks and sidewalks. The speed on Bartlett St. is 29 mph for the 85th percentile and the average was 25 mph. This project will try to bring the speeds more in line with posted 20 mph. The pavement on Thornton St. is fair but the lane widths are wide. That can lead to speeding. Narrowing the lane width will help to reduce speed through the intersection. Morning St. is a quiet low volume street, and the pavement will be resurfaced. There are three potential layouts that were presented to the public for comment. These improvements for Bartlett St. would go from the Thornton St. intersection to the Woodbury Ave. section. The other section of Bartlett St. has further constraints and will remain largely unchanged. Option 1 is similar to Dennett St. It will create 2 marked lanes and parking on both sides of the road. That is how Bartlett St. is currently, so it is the no build option. Option 2 is similar to Aldrich Rd. There would be two designated lanes of travel and parking on one side. That would be a reduction in parking from the existing condition. Option 3 would be an alternate yield similar to Cass St. This option would slow traffic and push cars to use Cate St. Lower Bartlett St. will remain largely unchanged, but they will add a sidewalk on the eastern side. Thornton St. will remain largely unchanged with the addition of delineated parking on one side of the street. Morning St. will be largely unchanged. Because it is a low volume and speed street, the residents did not feel that sidewalks were necessary. There was a large amount of public interest on lowering traffic volume and speed on Bartlett St. There was a large interest in adding more trees and greenery and pedestrian improvements on Bartlett St. The public preferred option 3. The yield traffic model will slow speeds and discourage traffic. There are valid concerns about using this design on a high-volume road. It may not work correctly. There is a

COAST bus stop on the street that may cause difficulties as well. There is emergency vehicle access concern as well.

Steve Pesci commented that the public meeting was well run and there were good comments. They should look at any 2021 volume or speed data they have after Hodgson Way was opened. That would be important data to consider. Bartlett St. is an important arterial street, and it will remain that way. The public positively received option 3 but Steve Pesci's professional opinion was that it was not workable for the volume of the street. There are two transit systems that use that corridor. Steve Pesci questioned where the plans would be posted for the public to view. Public Works Director Peter Rice responded that it would be posted at the DPW and on the web site.

Erika Wygonik questioned how many people were currently parking on Bartlett St. Public Works Director Peter Rice did not have an exact number, but it is congested. Erika Wygonik commented that the yield wouldn't work if there was not enough on street parking demand. Public Works Director Peter Rice commented that they would monitor that.

Fire Chief Todd Germain commented that option 3 was less desirable from an emergency response perspective. It is hard to get vehicles down Cass St. especially in the winter. If option 3 is the design, then they will need to work with engineers to get some concession on the width. It is not an often traveled route emergency response.

Police Captain Mike Maloney agreed that option 3 was not his first choice because of the traffic volume on the street. It works on Lincoln Ave. because it is low volume. It doesn't work as well on Cass St. because there is more volume.

Public Works Director Peter Rice commented that this was the start of the discussion. They have not evaluated the possibility of improving intersection safety by potentially creating one-way streets. There are a number of streets where it is dangerous coming out onto Bartlett St. It may make sense to look at making some of them one-way streets. That would be well vetted through the public and this Committee before it happened. The neighborhood wants wider sidewalks and more amenities. Given the width of the road option 3 is the only way to accommodate that. It is not great to take a high-volume road and choke it down to a yield. They need to look at traffic data and functionality. There could be an option to pilot something to see how it works before making a permanent change.

Steve Pesci commented that they could consider making a three way stop at Pine St. and Bartlett St. That was raised at the public session.

Erika Wygonik commented that it looked like total paved area was similar between options 2 and 3. That gives flexibility parking demand and switching between the two options if option 3 is not working. Erika Wygonik noted that it looked like there was an extra 4 feet of space on the side and questioned what the plan was for that. Public Works Director Peter Rice responded that this was just a rough design to present some initial options. A 6-foot sidewalk is the minimum and additional green space for a buffer is good.

Harold Whitehouse commented that these streets were designed in the horse and buggy days and sometimes a change they want is not practical.

Public Works Director Peter Rice commented that they will take this feedback and apply it to the proposal. This will come back with an updated presentation in the upcoming months.

- E. Borthwick Update: East Coast signal will be onsite at the Intersection of Borthwick and Rte 1 Bypass around Christmas to install the wiring. The new Mast Arms/Signals and Cabinet are due to be installed between Jan 15th and the 21st.

City Manager Karen Conard requested an update on the Borthwick Ave. item.

Public Works Director Peter Rice responded that they were out there for wiring and the mast arm installation was scheduled for next week.

IX. MISCELLANEOUS

- A. NPP Letter from Liz Bratter

Public Works Director Peter Rice moved to place the letter on file, seconded by Harold Whitehouse. On a unanimous roll call, motion passed 9-0.

Public Works Director Peter Rice moved to place on February New Business Agenda, seconded by Harold Whitehouse. On a unanimous roll call, motion passed 9-0.

X. ADJOURNMENT

Public Works Director Peter Rice moved to adjourn the meeting at 9:30 a.m., seconded by Mark Syracuse. On a unanimous roll call, motion passed 9-0.

**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_bFS4wpRISeCWhwnzvki6w

PARKING and TRAFFIC SAFETY COMMITTEE
ACTION SHEET

8:00 A.M. – February 3rd, 2022
Conference Room A

PRESENT: City Manager Karen Conard (temporary Chair), Public Works Director Peter Rice

Members: Mary Lou McElwain, Steve Pesci (Zoom), Fire Chief Todd Germain,
Police Captain Mike Maloney, Erica Wygonik, Councilor Andrew Bagley

CITY STAFF: Parking Director Benjamin Fletcher

ACTION ITEMS FOR CITY COUNCIL

- None

-
1. **Financial Report:** Accepted and placed on file Financial Report dated December 31, 2021
 2. **Public Comment Session:** There were five speakers: Liza Hewett (speeds on Middle); Ken Goldman (Cornwall and Rockingham both one way in same direction – pls consider switching one); Johnathon Sandberg (Cate/Bartlett observations); Robin Rousseau (staff on PTS; ADA compliance); Jess Lozan (271 Austin – Restrict Parking)
 3. **Request for Reduced Parking Across from 273 Austin Street:** **Voted to** have Staff measure dimensions and report back with options
 4. **Request for Discussion on Times of Future PTS Meetings:** **Voted to** move regularly-scheduled Thursday meetings to 8:30am, and choose up to two times annually to switch to evening meeting to enable public input on larger-scale items
 5. **Request for Additional Parking Signage at 21 Brewster:** **Voted to** table this item and place on file
 6. **Request to add RRFB System at Dennett and Maplewood:** **Voted to** have staff place traffic camera and collect data starting 4.15.22
 7. **Discussion on Traffic Graphs:** **Voted to** have Staff work to develop recommended data reporting as the 2019/2021 comparison comes to an end.
 8. **Citizen Letter received 1.6.22 re: Woodbury Speed Assessment and Calming:** **Voted to** place on file

9. **Monthly Accident Report from Police:**
Informational; no action required
10. **Bike and Vehicular Traffic Volume Data:**
Informational; no action required
11. **Adjournment:** 09:27am **Voted to adjourn**

Respectfully submitted by: Benjamin Fletcher

PARKING and TRAFFIC SAFETY COMMITTEE
PORTSMOUTH, NEW HAMPSHIRE

CONFERENCE ROOM A
CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE

*Members of the public also have the option to join the meeting over Zoom
(See below for more details)**

8:00 AM

February 3rd, 2022

MINUTES

I. CALL TO ORDER

City Manager Conard called the meeting to order at 8:00 a.m.

II. ATTENDANCE

Members Present:

Chairman Andrew Bagley
Vice Chairman Steve Pesci (via Zoom)
City Manager Karen Conard
Public Works Director Peter Rice
Fire Chief Todd Germain
Police Captain Mike Maloney
Mary Lou McElwain
Erica Wygonik (Alternate)

Absent

Mark Syracuse
Harold Whitehouse

City Staff Present:

Parking Director Ben Fletcher

Public Works Director Peter Rice moved to bring agenda item 6a forward, seconded by City Manager Conard. On a unanimous roll call, motion passed 8-0.

Public Works Director Peter Rice moved to nominate Councilor Andrew Bagley for Chair, seconded by City Manager Karen Conard. On a roll call vote, motion passed 7-0-1. Councilor Andrew Bagley abstained.

Public Works Director Peter Rice moved to nominate Steve Pesci for Vice Chair, seconded by City Manager Karen Conard.

Mary Lou McElwain commented that the position should be defined because they haven't had a Vice Chair recently. Public Works Director Peter Rice commented that the role would be to act as Chair and facilitate the meeting if the Chair is absent.

Councilor Andrew Bagley noted that he requested a Vice Chairman because he travels for work, so it would be appropriate to have a backup. It will also be good to have someone who has been on the committee for a while to provide that institutional knowledge as a support. Mary Lou McElwain agreed.

Steve Pesci commented that he was happy to step in and help the Committee.

On a roll call vote, motion passed 7-0-1. Steve Pesci abstained.

III. FINANCIAL REPORT

Parking Director Ben Fletcher commented that the year is 50% over and 62% of the budget funds are in. Most of the line items are ahead of schedule and if they are not ahead, then they are right on schedule.

Public Works Director Peter Rice moved to accept the Financial Report dated December 31, 2021, and place it on file, seconded by City Manager Karen Conard. On a unanimous roll call, motion passed 8-0.

IV. PUBLIC COMMENT (15 MINUTES)

Liza Hewett of 726 Middle Rd. commented on the speeds on Middle Rd. Ms. Hewett came before the Committee in 2020 and requested that the speed limit be lowered to 25 mph as well as other traffic calming measures be put into place. No action was taken, so she submitted a petition to lower the speed limit to 25 mph. The City decided to pilot traffic calming measures that were put in last spring. There was not a review of the traffic calming measure success before they were removed for winter. It looks like the traffic calming for Middle Rd. was pushed to 2026 in the CIP. Cars travel this road with speeds over 40 mph. No speed on residential roads should be over 25 mph. Ms. Hewett has been told that this is an arterial road, and 30 mph is appropriate. This is a neighborhood. There are other gateway roads that are 25 mph. It is understood that they are studying the speed limits in the City and coming up with a plan. Middle Rd., Islington St., and Sagamore Ave. should be 25 mph.

Public Works Director Peter Rice clarified that the traffic calming was not pushed to 2026. It is slated for 2023. It was slated for 2024 in the CIP last year, but was pulled forward to 2023 for this CIP. The City's Traffic Engineer left, so they are understaffed. Additional data has been collected. The City is not ignoring this request.

Ken Goldman of 271 Islington St. commented that he lives between Cornwall St. and Rockingham St. Today they are both one-way streets going in the same direction. It would be convenient for the people who live there to have one go one way and the other go the other way. Mr. Goldman requested that the Committee consider making that change.

Johnathon Sandberg of 160 Bartlett St. commented on the Cate St./Bartlett St. intersection. A lot of improvements could be easily made. The stop bar coming from Cate St. is after the crosswalk. The cars block the crosswalk when they are stopped there. The slip lane coming up Bartlett St. is unsafe. They are for emphasizing flow over safety. They are not common in the City. The slip lane is preventing queuing, but it is sacrificing safety. Cars should take a hard right instead of a soft right.

Coming down Bartlett St. the road is three lanes wide. That is unnecessary because almost no cars turn right there. The road could be changed to better accommodate pedestrians or bikes. 105 Bartlett St. won the appeal, so it will be developed and they will create the path along North Mill Pond. That creates an opportunity to connect Cate St. to this trail. It would be best to create a multi-use path up the road and create a crosswalk at the driveways instead of having people make a crossing at Cate St. and then Bartlett St.

Robin Rousseau of 90 Fleet St. commented that she was shocked that City management had voting positions on this Committee and requested that Chairman Bagley look into if that was appropriate. Ms. Rousseau commented that Portsmouth was not in compliance with parking privileges for those with handicap placards. In October there was a parking change with a three-hour limit for those with handicap placards. The RSA says they should have double the time limit that a regular vehicle would have. The City should change that rule immediately and issue any refunds to those who were impacted. This Committee should meet on a weeknight and not at 8 a.m. on a weekday. Ms. Rousseau requested that Market Square neighborhood be next in the permit parking pilot programs.

Jess Lozan of 273 Austin St. commented that she measured the width of Austin St. and it is 17 feet wide. [A Chevy] Tahoe is 7 feet. That gives them less than 10 feet to make any car switch arounds. It is understood there are a lot of small streets in Portsmouth but not all of them have parking. Ms. Lozan's neighbor suggested adding a sign that says "do not block driveway" which would prevent losing any parking. It may be good to add paint too. It would be helpful to add a notification device to prevent cars from blocking the driveway.

Michael Millikan of 284 New Castle Ave. commented on the traffic calming on Middle Rd. In 2019 Mr. Millikan had a conversation with Eric Eby about New Castle Ave. because there was a lot of speeding. That justified a speed limit feedback sign, which has been helpful. However, Eric Eby also said that New Castle Ave. is an arterial road and was not eligible for traffic calming beyond a speed feedback sign and enforcement. Mr. Millikan requested clarification on what arterial routes were in Portsmouth and what traffic calming they were eligible for.

Chairman Andrew Bagley closed the public comment session.

V. SITE VISITS

273 Austin Street; Tuesday, February 1st, 8am

Chairman Andrew Bagley commented that City Officials and Committee Members were present to evaluate the site and gave credit to the City for that level of involvement. Residents may not always be happy with decisions that are made, but this shows the level of care, effort, and communication this City takes pride in.

Public Works Director Peter Rice commented that they have looked at the site a couple times before and they understood the challenge of navigating a narrow driveway and street. The question comes down to a balance of access and parking. The setbacks show there is room for one parking spot. One option is to put in a painted triangle across the street from the driveway to prevent parking there. Another option is putting up a "do not block driveway" sign. The last option would be to stripe out the

spot and add signage saying do not park at the stop sign or driveway. There was not a consensus at the site walk.

Vice Chairman Steve Pesci commented that the triangle would address the majority of concerns. They have to balance the convenience of the private property owner with the public right to park in legally designated areas. The hope is that the staff would work to create a compromise without putting up a lot of signage.

Vice Chairman Steve Pesci moved to have Staff measure dimensions and report back with options, seconded by Public Works Director Peter Rice.

Mary Lou McElwain agreed with Vice Chairman Steve Pesci and noted that it was important to hear from residents who were parking in that area as well.

Chairman Andrew Bagley commented they should send out abutter notices when they are ready to propose a change. It may be better received if people are notified.

Public Works Director Peter Rice amended the motion to include abutter notification, Vice Chairman Steve Pesci agreed to the amendment.

On a unanimous roll call, motion passed 8-0.

VI. NEW BUSINESS

(No public comment during Committee discussion without Committee approval.)

A. Election of Chair and Vice Chair

This was addressed at the beginning of the meeting.

B. PTS Schedule Discussion **Sample Motion: Discuss options for upcoming calendar**

Chairman Andrew Bagley commented that 8 a.m. was hard for people to attend. An afternoon meeting may be easier for City Staff and the public to attend. They can have special meetings, for example a neighborhood parking meeting, in the evenings to allow for even more attendance.

Mary Lou McElwain commented that there was not an ideal time. They have done afternoon meetings before, and the attendance was not different. This is the start of the staff's day, so it is easier for them to attend.

Erika Wygonik agreed that there was not an ideal time. 8 a.m. is tricky but she appreciated that it was at the beginning of the day and at a time when children were occupied. 8:15 a.m. would be easier to do drop off and then come to this meeting. Occasional night meetings for particular public matters do make sense.

Vice Chairman Steve Pesci commented that the meeting should be either at the beginning of the day or the end of the day. 8 a.m. can be a little stressful to make family logistics work, so 8:30 may work better.

Chairman Andrew Bagley commented that it was important to have the Fire Chief and Police Captain attend and requested their feedback.

Fire Chief Todd Germain commented that he had a conflict in the evening on the first Thursday of the month. Any other time during the day would work.

Police Captain Mike Maloney commented that evenings could be tricky, but if he could not attend someone else from the police force could. These meetings can run 1-2 hours. If they start in the afternoon, then they can run into the early evening.

City Manager Karen Conard commented that member Mark Syracuse wrote in that the afternoon was his preference. City Manager Karen Conard added that City Staff would make themselves available for the meeting.

Chairman Andrew Bagley commented that the consensus seemed that a morning meeting at 8:15 or 8:30 was preferred. It's unrealistic to schedule every meeting in the evening because of staff requirements and other City meeting conflicts. However, they could consider having a couple regular meetings a year in the evening.

Mary Lou McElwain commented that they do have Zoom capabilities, so the public can participate that way as well.

Erika Wygonik moved to move regularly-scheduled Thursday meetings to 8:30am, and choose up to two times annually to switch to evening meeting to enable public input on larger-scale items, seconded by Public Works Director Peter Rice. On a unanimous roll call, motion passed 8-0.

C. 273 Austin Street- Request for Reduced Parking Across from 273 Austin

This was addressed under the site walk agenda item.

D. 21 Brewster Street- Request for improved parking signage to denote only one available space (as painted)

Parking Director Ben Fletcher commented that this was a space that sometimes houses two vehicles but it is only striped for one. It is difficult for people to see that when the snow is on the ground, so people will double park. There is a request to put in signage to prevent double parking.

Public Works Peter Rice commented that he was concerned about additional signage on a tight sidewalk. The snow removal and paint on the road should be adequate to show there is only one parking spot. This is a single parking space in the ordinance. There is no

additional action needed by the Committee. If staff finds that signage is needed after observing it, then staff can take that action.

Public Works Director Peter Rice moved to table this item and place it on file, seconded by Mary Lou McElwain.

Mary Lou McElwain commented that when residents have a request like this, they should come to the meeting to discuss it. That would help to provide some additional background to the Committee.

Erika Wygonik commented that this comes up frequently. It is understood that they don't want additional signage, but the public may not be as familiar with parking setbacks. It may be helpful to put messaging on the City's social media to remind the public about the requirements.

Vice Chairman Steve Pesci agree with Erika Wygonik and commented that signage can become a long-term maintenance issue. As long as the paint is on the ground, then awareness should be there.

On a unanimous roll call, motion passed 8-0.

Public Works Director Peter Rice commented that they would have staff and enforcement observe that area.

E. Request for RRFB at Dennett and Maplewood

Parking Director Ben Fletcher commented that this was a neighbor request. Typically, they put out a camera to monitor foot traffic. There are guidelines that show when an RRFB is warranted. This discussion should be about what timeframe would be appropriate to put this out. The numbers in the spring and summer may be more active than putting a camera out now.

Vice Chairman Steve Pesci moved to have staff place traffic camera and collect data starting 4.15.22, seconded by Mary Lou McElwain.

Vice Chairman Steve Pesci commented that they have talked about setting up criteria around when to install an RRFB in Portsmouth, and hopefully this will help facilitate that.

Chairman Andrew Bagley commented that these started appearing a few years ago and it seems like a lot of people have been requesting these. It would be good to have a set of criteria to guide them to prevent oversaturating the City with these. Parking Director Ben Fletcher confirmed that they would include the existing guidelines in the presentation when this comes back.

Public Works Director Peter Rice commented that they will present that information to the Committee and post it to their web site. There is a lot more than pedestrian counts with this intersection. Sight lines are part of the consideration. An RRFB does increase visibility,

but it does not automatically make this a safer crossing. This intersection needs to be viewed as a whole. Staff will look at this more thoroughly and report back.

On a unanimous roll call, motion passed 8-0.

VII. OLD BUSINESS

None

VIII. INFORMATIONAL

A. Monthly Accident Report from Police

Police Captain Mike Maloney commented that December had 99 total crashes and 71 of those were reportable. There were no accidents that involved pedestrians or bikes. A reportable crash is when the damage is \$1,000 or more. Last month's meeting there was talk about crash data at Market St. at Noble's Island involving a U-turn. In the past 5 years there were no accidents at that intersection resulting from a U-turn. There was discussion about putting in a 4 way stop at State St. and Union St. In the past 5 years there were no reportable crashes at State St. and Union St.

Chairman Andrew Bagley commented that the City was about to undergo a project on Union St. Public Works Director commented that it was about a year out.

B. Bike and Vehicular Traffic Data

Parking Director Ben Fletcher showed the traffic data for Market St. and Noble's Island. It has a typical down curve for winter. The numbers compared to last year are significantly higher. The data from South St. and Middle St. showed that the numbers were becoming similar to the 2019 numbers. It may or may not make sense to continue to show this report.

Public Works Director Peter Rice commented that they would continue to collect the data, but the Committee can decide if they want to continue to see this report. Parking Director Ben Fletcher commented that they could continue to show it monthly or pull a specific date range.

Erika Wygonik commented that she liked seeing the report. It is helpful to see where they compare to 2019. They can just say a percentage on how they compare to 2019. Parking Director Ben Fletcher commented that they had parking data that can speak to that as well. They have daily data to show where traffic is for parking as well.

Public Works Director Peter Rice commented that Staff will work to develop recommended data reporting as the 2019/2021 comparison comes to an end.

C. PTS Action Items

Vice Chairman Steve Pesci questioned where they were on the Bartlett St. and Hodgson Way intersection work. Public Works Director Peter Rice responded that the stop bar and

crosswalk were going to be relocated. The engineering reports and reviews have continued to show the value of the slip lane. The area as configured is not final there will be additional signage and crosswalk adjustments to improve visibility. It will be completed in the spring.

Vice Chairman Steve Pesci commented that they had talked earlier about setting up a group to discuss speed limits in the City, and questioned if it was appropriate to set up a work group to discuss this before bringing it to the Committee. Parking Director Ben Fletcher responded that they have a presentation planned for the March meeting and will continue to move forward from there. Public Works Director Peter Rice added that staff was more than willing to include a working group discussion prior to that meeting. The City's web site has good information around complete streets program. There is a lot of good documentation there for anyone to review. They are living documents that need to be brought up to speed, and they warrant a revisit.

Parking Director Ben Fletcher presented a spreadsheet of the PTS open action items that they keep to help ensure that projects stay in queue.

Chairman Andrew Bagley questioned if they should make this available on the web site. Public Works Director Peter Rice responded that it was accessible online because it is in the meeting packet. It would make sense to add a column explaining why something may get dropped off or delayed. Parking Director Ben Fletcher confirmed they would continue to make it available.

IX. MISCELLANEOUS

A. Woodbury Traffic Calming Request Letter Submitted 1.6.2022

Parking Director Ben Fletcher commented that this was from a resident that came in to speak about traffic calming on Woodbury Ave. at the last meeting, and she requested that this be entered into the record.

Public Works Director Peter Rice commented that this was a project that they have been working on. They are preparing to take action this summer and have identified a number of locations for speed tables. They will continue to collect data as they move forward. The area has not been ignored.

Public Works Director Peter Rice moved to place the correspondence on file, seconded by Mary Lou McElwain. On a unanimous roll call, motion passed 8-0.

Mary Lou McElwain commented that she was concerned about the skateboard park and 105 Bartlett St. and the impact that they will have on traffic. The biggest concern is access and egress to the skateboard park. This should be put on the agenda, and they should discuss whether a traffic study is warranted.

Public Works Director Peter Rice responded that it was not the purview of this Committee to be directing those types of studies to be done. There is a Technical Advisory Committee that does those reviews. The changes and configurations of that roadway are acceptable to

come back to this Committee for input. There are traffic studies being done for those projects. The 105 Bartlett St. should have been completed already and should be part of public record.

Mary Lou McElwain commented that she was concerned about access to skateboard park. Public Works Director Peter Rice responded that they have not entered the design phase for that yet. The concern is noted and there are studies being done for that project. Mary Lou McElwain questioned if that study could come to this Committee.

Erika Wygonik commented that a development has to get approval from the Planning Board and typically a traffic study is part of that approval especially if it is a larger development. Erika Wygonik questioned what the best way was for them to interact with that review and approval. One option would be to speak as private citizens in the public hearing. Another could be to try to create a formal relationship with the Planning Board and this Committee for those items. It does not make sense to have two different Boards review the same thing separately. The City already has a mechanism to review traffic studies through the Planning Board. Erika Wygonik questioned if the skate park would go through the Planning Board process. Public Works Director Peter Rice responded that they have not completed the design for this project yet, but they will most likely have to go through the Planning Board process.

Erika Wygonik questioned if it would be helpful to have an alert on the agenda for items to pay attention to. The question is how they can best support the Planning Board with their knowledge of traffic and safety. Mary Lou McElwain agreed. Sometimes they get a resident's perspective who may not have shown up at a Planning Board Meeting.

Chairman Andrew Bagley commented that this Committee addresses problems as they came up and set the rules of the road. The Planning Board is a quasi-judicial Board. If this Committee feels the Planning Board is approving things that are unsafe, then they should address the policy. They should not be looking at individual projects as a Committee, but they can speak as private residents. Mary Lou McElwain commented that she was trying to understand how to best give feedback when there are specific safety concerns. Public Works Director Peter Rice responded that the Chairman summarized it well. The concerns can be voiced as a private citizen. They receive referrals from the Planning Board when changes to the ordinance are required. The individual projects already have a mechanism to review traffic impact.

City Manager Karen Conard added that there was overlap by City Staff on the Boards. It may make sense to provide updates by staff under miscellaneous.

Public Works Director Peter Rice commented that they would be coming before this Committee next month to talk about the Bridge St. Lot because they will be removing parking spaces. It has tree impacts as well and will need to go to the Tree and Greenery Committee. It does not trigger the land use process because it is an existing space. Mary Lou McElwain noted that as a resident it was confusing to figure out which Board has the final say and where to express concerns.

Vice Chairman Steve Pesci commented that contrary to public opinion they heard, it is important to have City Staff on the Committee because they are a liaison to other Committees. A project specific review is a Planning Board purview.

Chairman Andrew Bagley commented that in public comment there was concern about having City Staff as voting members. That is allowed under the ordinance, and it would be hard to make decisions without their expertise on the City and traffic.

X. ADJOURNMENT

City Manager Karen Conard moved to adjourn the meeting at 9:27 am, seconded by Mary Lou McElwain. On a unanimous roll call, motion passed 8-0.

**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_rCwDO7_ORMy4IW9MrVn1YQ

PARKING and TRAFFIC SAFETY COMMITTEE

ACTION SHEET

8:30 A.M. – March 3rd, 2022
Conference Room A

PRESENT: **Members:** Mary Lou McElwain, Steve Pesci, Mark Syracuse,
Erica Wygonik (z), City Manager Karen Conard, Police Chief Mark Newport,
Fire Chief Todd Germain, Chairman Andrew Bagley

(z): Zoom Attendee

City Staff: Parking Director Benjamin Fletcher, Traffic Engineer Eric Eby, Associate
Engineer Tyler Reese

ACTION ITEMS FOR CITY COUNCIL

- None
-

1. **Financial Report:** Accepted and placed on file Financial Report dated January 31, 2021
2. **Public Comment Session:** There were four speakers: **Liza Hewitt:** speeds on Middle Road; **Rick Becksted:** speed limits throughout Portsmouth, Islington Street and Jewell Court intersection; **Pat Bagley(z):** make Washington street one-way; **Ken Ferrer(z):** speeds on Islington
3. **Request for ‘Do Not Block’ painting/signage at Islington Street and Jewell Court:** **Voted to:** have Staff study the intersection with traffic camera and make recommendations at future meeting
4. **Request for Speed Assessment at 5 Osprey Road:** **Voted to:** have Staff review available data and report back at future meeting
5. **Request for Speed Assessment on Harding Road:** **Voted to:** have Staff continue speed analysis in June or July, 2022, review available data and report back at future meeting
6. **Monthly Accident Report from Police:**
Informational; no action required
7. **Bike and Vehicular Traffic Volume Data:**
Informational; no action required
8. **Announcement:** Middle Street Bike Lane Public Input Meeting Scheduled 3.10.22, 6:30pm Council Chambers
9. **Request for Abutter Notices for Middle Street Bike Lane Meeting:** **Voted to:** have Staff deliver notices door to door

10. **Announcement: NPP Public Input Meeting Scheduled 3.16.22, 6:30pm Council Chambers**
Informational; no action required
11. **NPP Preliminary Survey Results:**
Informational; no action required
12. **Update on Subcommittee on Speed Limits:**
Informational; no action required
13. **Update on Reconfiguration of Raynes Ave. and Vaughan Street to One-Way:**
Informational; no action required
14. **Update on Preliminary Schedule for Bridge Street Lot Reconstruction:**
Informational; no action required
15. **Adjournment:** Voted to adjourn 09:37am

Respectfully submitted by: Benjamin Fletcher

PARKING and TRAFFIC SAFETY COMMITTEE
PORTSMOUTH, NEW HAMPSHIRE

CONFERENCE ROOM A
CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE

*Members of the public also have the option to join the meeting over Zoom
(See below for more details)**

8:30 AM

March 3rd, 2022

MINUTES

I. CALL TO ORDER

Chairman Andrew Bagley called the meeting to order at 8:30 a.m.

II. ATTENDANCE

Members Present:

Chairman Andrew Bagley
Vice Chairman Steve Pesci
City Manager Karen Conard
Fire Chief Todd Germain
Police Chief Mark Newport
Mary Lou McElwain
Mark Syracuse
Erica Wygonik (Alternate)

Absent

Harold Whitehouse
Public Works Director Peter Rice

City Staff Present:

Parking Director Ben Fletcher
Parking and Transportation Engineer Eric Eby

I. FINANCIAL REPORT

Parking Director Ben Fletcher commented that the year was 58% over, they had reached 70% revenue. They were optimistic that they would meet the FY 22 goals or finish ahead of them.

City Manager Karen Conard moved to accept the Financial Report dated January 31, 2021, and place it on file, seconded by Mary Lou McElwain.

Mary Lou McElwain requested more details on the HH pass reinstatement being at 194%. Parking Director Ben Fletcher commented that they had budgeted \$500 and were sitting at over \$900. The line item accounts for people who lose their pass or let it lapse. They need to pay to get it reinstated. City Manager Karen Conard questioned if they often went over the \$500 mark. Parking Director Ben Fletcher responded that they budgeted \$750 for next year.

On a unanimous roll call vote, motion passed 8-0.

II. PUBLIC COMMENT (15 MINUTES)

Liza Hewitt of 726 Middle Rd. commented that the subcommittee on speed limits appears to be using the complete streets design guidelines to evaluate speed limits. In the past Ms. Hewitt has been told that Middle Rd. is a gateway corridor, but in the guidelines, it is classified as a neighborhood connector street. There are 18 streets in Portsmouth in this category. Eleven have posted 20 mph signs and five have posted 25 mph signs. Islington St. and Middle Rd. are the only streets in that category with posted 30 mph signs. It is time to acknowledge the safety of the residents and lower the speeds to match the other neighborhood connectors. The City does not need to study this further to know lowering the speed limit is the right thing to do.

Rick Becksted of 1395 Islington St. commented that they should not put in a do not block sign at Jewel Court. Mr. Becksted drives that area many times a day and has seen a lot of accidents and close calls. Putting that sign in place would put lives at risk. It will provide a false sense of security. The City should reconsider. Mr. Becksted has lived on Islington St. for 39 years and it has always been 30 mph. The road changed 6-7 years ago when sidewalks were installed and it narrowed the road. This is a narrow delivery route with a lot of bikers and pedestrians. The speed limit should be 25 mph. Previously there was a NH law that didn't allow it to go below 30 mph, but now they can do 25 mph legally.

Pat Bagley(z) of 213 Pleasant St. commented that the City should consider making Washington St. between Court St. and State St. a one way road. Today it is a two-way road and cars can park at the top of the hill. It is physically impossible to be 2-way street with the parked cars. It is a standoff between a car at the top of the hill and one trying to turn on the road. The detour on Pleasant St. because of the outdoor dining has only increased the problem. It's a safety issue for everyone and this change would prevent accidents.

Ken Ferrer(z) of 915 Woodbury Ave. echoed the comments about the speed on Islington St. The City should put in more concrete traffic calming actions. Mr. Ferrer also agreed with the concern about Washington St. However, instead of making it one way they should remove the parking?

III. SITE VISITS

None

IV. NEW BUSINESS

(No public comment during Committee discussion without Committee approval.)

A. Request to add 'Do Not Block' signage and pavement markings at Islington Street and Jewell Court - **Sample Motion: Staff to assess entire intersection and make recommendations**

Parking Director Ben Fletcher commented that this was a public request. The pavement markings would clear traffic for Jewel Court to access Islington St. when there was a red light.

Mary Lou McElwain commented that this was extensively studied in the past so they should have some information about it already.

City Manager Karen Conard moved to have Staff to assess entire intersection and make recommendations, seconded by Mary Lou McElwain.

Parking and Transportation Engineer Eric Eby commented that they had the detour in place during the construction. They moved the stop bar back to allow a left turn onto Jewel Court from Islington St. It did work well during that time. The new signal has a camera, so it is easy to collect data. There were good points raised in the public comments on this as well. It is worth looking at this to see if they could make the intersection safer.

Vice Chairman Steve Pesci commented that when they look at the intersection, they should look at it on a macro level. Instead of looking at accommodating all the movements, they should look at how to make it safer. They may not need all the access points that are there today. Vice Chairman Steve Pesci questioned if the 'do not block' box would block both directions, or just the inbound. Parking and Transportation Engineer Eric Eby responded that it would just be for the inbound. TEC studied Jewel Court and Albany St, so they can review that report again.

Mary Lou McElwain commented that the Bahn Mi shop was moving this spring, so it is unclear what is happening with that building. Parking and Transportation Engineer Eric Eby commented that the whole intersection was difficult because everything was off set.

On a unanimous roll call vote, motion passed 8-0.

B. 5 Osprey Road: Request for Speed Assessment – **Staff Presentation of Speed Data**

Parking Director Ben Fletcher commented that this was a citizen request. The posted speed was 20 mph. The average was 22 mph and the 85th percentile was 27 mph. Parking and Transportation Engineer Eric Eby noted that the average of 22 mph was not significantly over the speed limit. They wouldn't be able to lower it any more than 20 mph based on this data.

Parking Director Ben Fletcher commented that there was also a question on the enforceability of 20 mph. Police Captain Mark Newport responded that if the speed limit is 20 mph, then they would enforce it. Police Captain Mark Newport was not familiar with the law changing so that they could go below 30 mph. If that is accurate, then they would enforce it. Parking and Transportation Engineer Eric Eby commented that the current state statute allows for the speed limit to be 25 mph if there is an engineering study to support it.

City Manager Karen Conard moved to have Staff review available data and report back at future meeting, seconded by Mark Syracuse. On a unanimous roll call vote, motion passed 8-0.

C. Request for Speed Analysis on Harding Road Staff Presentation of Speed Data

Parking Director Ben Fletcher commented that this was another citizen request. They did a quick study in October. Then added speed devices in two other places. The speed limit is posted at 20 mph. The three locations had an average speed of 21,23,22 mph and 85th percentile of 26, 28, 26 mph.

Mark Syracuse commented that this was evaluated in the winter. They should study this in the summer because the numbers may be different.

City Manager Karen Conard moved to have Staff continue speed analysis in June or July, 2022, review available data and report back at future meeting, seconded by Mark Syracuse. On a unanimous roll call vote, motion passed 8-0.

V. OLD BUSINESS

A. None

VI. INFORMATIONAL

A. Monthly Accident Report from Police

Police Chief Mark Newport commented there were 69 total crashes and 40 of them were reportable for January.

Mary Lou McElwain questioned if they had an idea of where most of the accidents were happening in the city. Fire Chief Todd Germain responded that a lot of them happened at the traffic circle. Chairman Andrew Bagley questioned if it was feasible to make a hot map. Police Captain Mark Newport responded that they may be able to do it with their current software. They are in process of upgrading the software, and the new one will definitely be able to create that.

B. Bike and Vehicular Traffic Data

Parking Director Ben Fletcher commented that the graph showed the data for February 2022 and compared it to data from February 2019. For the first time since the pandemic the current numbers are above the 2019 data.

C. Announcement - Middle Street Bike Lane Public Input Meeting: **3.10.22 6:30pm in Council Chambers**

Mary Lou McElwain commented that she could not attend this meeting and questioned what would be covered. City Manager Conard responded that the outside consultant who was hired to study the configuration of the bike lanes will give a presentation based on their analysis of the data the City collected. They will speak to the safety of the current roadway. Mary Lou McElwain questioned if the information would be available on the City's web site. City Manager Karen Conard confirmed that it would be.

Mark Syracuse commented that they should notify abutters on Middle St. about this meeting. Chairman Andrew Bagley questioned if that was feasible because the meeting was coming up soon. City Manager Karen Conard commented that they could go door to door with a leaflet. Parking Director Ben Fletcher confirmed they could.

Mark Syracuse commented that the notice should include contact information for those who could not attend.

Parking Director Ben Fletcher commented that the Communications Director confirmed that they would be sending out an email blast to everyone on their list. They can supplement that with a paper leaflet at each door.

Mark Syracuse moved to send out abutters' notices to residents on Middle St., seconded by City Manager Karen Conard.

Vice Chairman Steve Pesci commented that they should not use the term abutters notice because that adds a level of expense and formality. The email blast is good. Also, this street is a corridor. It is not just about the abutters on the street. Door to door outreach in advance of the meeting is sufficient. Mark Syracuse agreed they didn't need to have a formal abutter notice and did not know the City had Middle St. resident email addresses. City Manager Karen Conard responded that they had the email addresses of those who have provided it to the City to receive updates on particular projects. City Manager Karen Conard commented that they should amend the motion to remove abutter notice from it.

Mark Syracuse moved for the City to send out directed outreach to abutters on Middle St. about this meeting, seconded by City Manager Karen Conard. On a unanimous roll call vote, motion passed 8-0.

D. Announcement - Neighborhood Parking Program Public Input Meeting: **3.16.22 6:30pm in Council Chambers**

E. Neighborhood Parking Program Survey – **Preliminary Results**

Chairman Andrew Bagley noted that there was a survey out there in the City's newsletter.

Parking Director Ben Fletcher commented that they have received 120 survey responses. 95% of those responses are from the people participating. 72.5% are residents of the neighborhood and 10% were from people outside the neighborhood. Overall, 66% of people approve and 33% do not. 73% of the people like the program because it allows them to find a space, 45% like that guests can find parking as well, smaller percentages liked the contractor program, and that it worked for tenants and employees. 11% of people selected there was no reason they liked the program. 19% did not like the program because there were not enough permits, 32% thought there were not enough guest permits, 14% thought the contractor program was too limited, 35% felt that people were parking in the neighborhood then going to work downtown, and 27% selected that there was no reason they did not like the program.

F. Update on Subcommittee on Speed Limits by Staff Engineer Tyler Reese

Staff Engineer Tyler Reese provided a presentation on the speed limit subcommittee meeting he had with Erika Wygonik and Vice Chairman Steve Pesci. They discussed introductory steps to evaluate the speed limits in the City. They will plan to review the target speeds as outlined in the Complete Streets Design Guidelines. The guidelines identify speed limit ranges for the street classifications. They will review and adjust the classifications for individual City streets. It is a good opportunity to reevaluate the speeds because they have not looked at this in a long time. Some of the subcommittee's goals are to codify the speed limits, and ensure the codified speeds match the posted sign. They will also ensure that they are in compliance with NH state law. They will be looking for PTS input on the complete streets classifications and their target speed limits.

Erika Wygonik commented that the goal is to approach this project in a systematic and thoughtful way. The Complete Streets Guide is already available to the City and gives good organization to this project. They can quickly get through the bulk of the streets that already have speed limits that make sense, and then focus on what doesn't make sense.

Vice Chairman Steve Pesci commented that they were trying to be systematic on this. They have heard of several streets that are known incongruencies. They will be systematic and respond to some of the acute issues as soon as possible. The speed limit bill that is currently in the House may be tabled at the moment. However, many City streets lack the engineering study that state law requires for lower posted speed limits. That creates unrealistic expectations for what speeds should be in the community. When they report back next month the hope is that they have pulled off some of the acute issues where there is general consensus that a change is needed.

Erika Wygonik commented that they also discussed being efficient with their time. The goal is to bring items to the PTS when they are at a point for policy decisions instead of wrestling over individual decisions. The purpose of the presentation today is to outline the plan and make sure everyone on PTS agreed with it.

Vice Chairman Steve Pesci commented that there is a range of speed limits on the classified streets. Range is an important word. A blanket speed limit is never appropriate. There is not a cookie cutter answer for every single street, and they need to be sensitive to that.

Mary Lou McElwain commented that she was impressed with how comprehensive their plan was. This will answer a lot of questions that the community has about speed limits.

Vice Chairman Steve Pesci noted that if any committee members wanted to join the subcommittee they could. They can report back on the status of the speed limit bill that's in the House at the next meeting.

Parking and Transportation Engineer Eric Eby commented that if a speed limit is not reflective of the road's conditions, then people will ignore them. It is important to have realistic speed limits.

G. Conversion of Raynes and Vaughan to one-way [from 11.16.21 OB-A]: Staff working to set up meeting with Abutters

Parking Director Ben Fletcher commented that this was something they discussed a while back. Now that spring is coming the City will be reaching out to abutters to show them that this is what they want to do. They will set up a public input meeting after that.

Parking Director Ben Fletcher commented that the Bridge St. Lot was going to be part of this agenda, but there were late changes to that. The bids have gone out for the reconstruction of the lot which will take it offline for a while. This will be completed before Hanover goes through their changes, so there will not be overlap. The bids are out, and the work will be scheduled shortly.

Mary Lou McElwain commented that the intersection at Maplewood Ave. and Raynes Ave. will be very busy. Parking and Transportation Engineer Eric Eby responded that as developments in that area come online, they have done traffic studies too. They can use that data to see what's appropriate.

Vice Chairman Steve Pesci questioned if any of them looked at a one-way street. Parking and Transportation Engineer Eric Eby responded that the project going into the health club site looked at a one-way flow. Parking Director Ben Fletcher added that they also did a one-way flow while the AC Hotel was being constructed.

City Manager Karen Conard requested an update on the Bridge St. Lot and High Hanover projects at the next meeting. Parking Director Ben Fletcher agreed.

Mary Lou McElwain questioned if they could put the electronic sign directing people to the Foundry Garage back up at Russel St. Parking Director Ben Fletcher responded that they would look to put that back up for the warmer months.

Mark Syracuse reminded the public that the City has a newsletter and there was good information on the City's web site for them to use to stay informed about ongoing activities.

Chairman Andrew Bagley questioned if they could look into installing a more attractive permanent electronic sign. City Manager Karen Conard responded that they will need to

direct people to the Foundry Garage for the next 3 years, so this could be a good opportunity to look into that. Parking Director Ben Fletcher added that they had an electronic sign with antiquated software. He confirmed that he would look into upgrading the signage at that location. Chairman Andrew Bagley commented that it would be good if the sign could display the locations, rates, and capacity at the garages. Parking Director Ben Fletcher confirmed that they should be able to display that for both garages after the High Hanover project.

Mark Syracuse questioned if there was a way to direct people to the Foundry Garage when they search “parking” in Google Maps. Parking and Transportation Engineer Eric Eby responded that he did not think so, but they could look into it. City Manager Karen Conard added that Park Portsmouth provides mapping and signage for parking options as well.

VII. MISCELLANEOUS

A. None

Mary Lou McElwain commented that she wanted to acknowledge Ted Gray’s passing. He had been on this Committee for decades and made a lot of contributions to the community.

City Manager Karen Conard clarified that there would not be any loss of parking in the Bridge St. Lot, but they will be adding 4 EV spots. Parking Director Ben Fletcher added that some of the current striping may not be compliant, so they may restripe to bring that lot up to code. That may result in a small loss of spaces. City Manager Karen Conard clarified that the goal was to retain as many spaces as possible while being in compliance.

Mary Lou McElwain questioned if they could put the Washington St. issue raised by Pat Bagley in Public Comment on the April agenda. It would be good to address this before the permits are issued for outdoor dining in that area. Chairman Andrew Bagley confirmed they could put it on the April agenda, but it may not be addressed before permits are issued. City Manager Karen Conard added that they would consider it as part of the process if a restaurant applied.

VIII. ADJOURNMENT

City Manager Karen Conard moved to adjourn the meeting at 9:37 a.m., seconded by Mark Syracuse. On a unanimous roll call vote, motion passed 8-0.

**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_kYr6s_xFSEa3dhtDfnO4bQ*



PUBLIC WORKS DEPARTMENT

CITY OF PORTSMOUTH
680 Peverly Hill Road Portsmouth N.H. 03801
(603) 427-1530
cityofportsmouth.com



Think Blue!
Water | Wastewater | Stormwater

To: Karen Conard, City Manager
From: Brian Goetz, Deputy Director of Public Works
Terry Desmarais, City Engineer
CC: Andrew Purgiel, Deputy Director of Finance
Kelli Barnaby, City Clerk
Date: March 15, 2022
RE: Clean Water State Revolving Fund (CWSRF) and American Rescue Plan Act (ARPA)
Grant for Wastewater Infrastructure Projects – Council Authorization to Accept

On November 24, 2021, the NH Department of Environmental Services (NHDES) published the wastewater infrastructure list of CWSRF loan and ARPA grant offerings. These funds are separate from the funds the City previously received through the federal ARPA stimulus program. The City applied to receive these grants through a pre-application process that ranked projects in a priority list. The grants funds can be applied to costs for studies, engineering and construction. Any construction projects that utilize the grant will need to comply with Federal funding provisions including completing an environmental review, meeting minimum wage requirements of the David-Bacon and Related Acts (DBRA), following the Disadvantage Business Enterprise (DBE) program, and complying with the American Iron and Steel (AIS) provisions. The City of Portsmouth was awarded ARPA grant funding in the amount of \$2,080,500.

(Sample motion for City Council – move to approve and accept grants for the City of Portsmouth up to \$2,080,500 from the Clean Water State Revolving Fund as presented)

BACKGROUND MATERIAL:

PROJECTS	ARPA GRANT AMOUNT
PEASE TRADEPORT WWTF EXPANSION AND UPGRADES	\$450,000
FLEET STREET ROADWAY RECONSTRUCTION	\$600,000
SEWER SYSTEM REHABILITATION CONTRACT NO. 1	\$220,500
MECHANIC STREET PUMP STATION INTERIM UPGRADES	\$600,000
WASTEWATER TREATMENT AND STORMWATER ASSET MANAGEMENT	\$210,000
TOTAL	\$2,080,500

PEASE TRADEPORT WWTF EXPANSION AND UPGRADES - \$450,000

The Pease wastewater treatment facility (WWTF) was original constructed in the 1950's and was upgraded in the 1990's. Selected upgrades have been completed since the 1990's, but much of the facility has exceeded its useful lifespan and is in need of replacement. The City is also planning for a potential increase in design flow

rate from 1.2 million gallons per day to 1.77 million gallons per day. This increase in flow rate at the treatment facility will support the build out of the Pease International Tradeport and provide capacity at the treatment facility for tenants including Lonza Biologics' proposed expansion. This project includes a comprehensive expansion and upgrade with improvements to the treatment processes and ancillary systems in order to increase the capacity of the WWTF. The first phase of this effort is to complete conceptual/preliminary engineering include development of a proposed upgrade plan, schedule and costs.

FLEET STREET ROADWAY RECONSTRUCTION - \$600,000

The Fleet Street roadway reconstruction project is required through the City's Long Term Control Plan, Supplemental Compliance Plan, and Consent Decree 09-cv-283-PB. It is a sewer separation project that includes replacement of the underground utilities and reconstruction of the roadway and sidewalks on Fleet Street. This is a multi-phased project. While the primary focus is Fleet Street from Hanover Street to Court Street, the first phase of work will include a new stormwater outfall to carry the separated stormwater to North Mill Pond. The second phase of work will include the sewer separation and roadway reconstruction on Fleet Street. Adjacent areas are being studied and may need to be addressed in the initial phases of engineering so that the utilities and other improvements can be properly designed. The project is currently in the preliminary design phase of engineering.

SEWER SYSTEM REHABILITATION CONTRACT NO. 1 - \$220,500

The City is required to reduce the volume of combined sewer overflow discharges through its Long Term Control Plan, Supplemental Compliance Plan, and Consent Decree 09-cv-283-PB. Reducing the amount of inflow and infiltration will free up capacity in the collection system, remove water that does not need to be treated, and reduce the number of combined sewer overflow events.

In 2020, the City completed an extensive Sewer System Evaluation Survey (SSES). The study identified extraneous flow sources. The identified deficiencies were organized into four separate proposed contracts. Contract 1 focuses on sewer rehabilitation in the areas of Middle Road, Greenleaf Avenue, Portsmouth Blvd, and cross country sewers in various locations. The project is in the final design and permitting phase of engineering and is anticipated to be advertised for bids in the summer of 2022.

MECHANIC STREET PUMP STATION INTERIM UPGRADES - \$600,000

The Mechanic Street Pump Station is the largest wastewater pump station in the City's wastewater collection system. This station receives wastewater flow from the entire city, except for the area served by the Pease International Tradeport wastewater collection and treatment system. The tributary sewer system consists of both combined and separate sewers, and all flow is pumped to the Peirce Island Wastewater Treatment Facility.

The existing pump station was originally constructed in 1965, and has been upgraded several times. The pumping station has generally exceeded its intended life span and the City originally planned for a full replacement. Due to the cost and impact to the area, the City completed an updated evaluation and it was concluded that the life span could be extended by 10 years through targeted improvements. The targeted improvements are in the final design phase of engineering with a proposed construction to begin in late 2022.

WASTEWATER TREATMENT AND STORMWATER ASSET MANAGEMENT - \$210,000

Asset management programs assist the Department of Public Works in planning for improvements to City infrastructure with consideration for equipment and pipelines condition and level of risk associated with asset failure. This project will develop the asset management program for the Peirce Island Wastewater Treatment Facility, Pease Wastewater Treatment Facility, sewer collection system and stormwater collection system. The asset management program work will include refining the inventory and conditions, development of a level of service plan, criticality assessment, life cycle cost analysis, implementation plan for maintenance and replacement, financial plan, and communication plan.

PROJECT NAME: PORTSMOUTH, NH SKATEPARK AND PUMP TRACK

PROJECT LOCATION: Route 33 Property, formerly and known as Stump Dump

CLIENT NAME: CITY OF PORTSMOUTH, NH

Pillar has completed a masterplan and preliminary conceptual designs for the Skatepark and Pump track. The next phase is to move forward to 30% Design Development of Phase 1 of the masterplan.

It is Pillar's understanding that once the City has received the 30% design it will decide which procurement method it will use for construction. The procurement options being considered include Design Build or Design, Bid, Build. In the Design, Bid, Build approach, Pillar will prepare a contract amendment to complete the design for bidding. The final design will prepare a complete set of biddable plans and specifications. The contract would then be advertised for bidding. With the Design Build approach it is anticipated the City will need to advertise for a Design Build firm to complete the final design and construct the skate park.

Pillar Design is capable of completing the project with which ever method of procurement the City chooses to use.

PROJECT INFORMATION:

The design process will consider improvements to the property including the following basic improvements:

- 20,000 sq. ft. Skatepark
- 5,000 sq.ft. Pump Track
- Gravel parking area with asphalt paved handicapped spaces
- Natural grass multi-use lawn area
- Sidewalks
- Other site features and amenities that are integral to the field and parking lot design

30% DESIGN DEVELOPMENT

Task 1 – Data Collection

- Geo-Technical Report
- Topo graphical Survey

Task 2 - Finalize the Skatepark and Pump track designs

- The conceptual design shall show the final Skate park and pump track design, proposed master plan improvements and their relationships to the existing site in general detail.

- Preliminary and Final Concepts will be provided in plan and 3d perspective views.
- Pillar will provided a 3D fly through video of the overall design and its surroundings.

Task 3 – Site Civil / Stormwater Design Services

- Develop stormwater design elements in plain view and details.
- Stormwater test pits, classification of soils by NH soil scientist and in-situ infiltration testing
 - We recommend stormwater test pits be performed for in-situ infiltration testing. The obtained data from the testing will inform our stormwater management strategies. We assume the City will provide an excavator and operator to excavate test pits to depths up to 15ft.

Task 4 – Site Design

- Pillar will complete 30% level design development documents, including plans, details, outline specifications and construction estimates for the purposed Phase 1 improvements.
- Documents will be prepared in accordance with the City of Portsmouth Public Works Department (PWD) protocols.
- Pillar will present final documents in person, we are available to present final documents to City boards, Commission and or public as desired.

Task 5 – Environmental Reporting, Assessment and Permitting

- Review NHDES permit requirements for the Site
- Conduct necessary sampling and analysis
- Submit necessary permit applications

Task 6 – Thirty (30) Percent Design Submittal

- Prepare and submit 30% review plans for City approval

PROPOSED SCHEDULE

TASK 1	March – April
TASK 2	April - May
TASK 3	May - June
TASK 4	May - June
TASK 5	May - July
TASK 6	Mid July

FINAL DESIGN AND CONSTRUCTION

It is anticipated that the final design will be completed by fall of 2022 with the intent to go to construction the spring of 2023.

We look forward to the opportunity to continue to work with the City of Portsmouth.

City of Portsmouth

Department of Public Works



MEMORANDUM

DATE:	March 15, 2022
TO:	Karen Conard City Manager
CC:	Suzanne Woodland - Deputy City Manager
FROM:	Peter Rice, P.E. - Director of Public Works
SUBJECT:	Daniel Street Construction in April -- Informational

Starting Monday, April 4, 2022, Severino Construction, contractor for McNabb Properties, Ltd., will be conducting weekday work on the block of Daniel Street between Penhallow and Market Square, which will cause disruption to the flow of traffic. The bulk of the work is anticipated to take place during the month of April and into early May, with repaving to follow.

Specifically, Severino will be excavating the street to install stormwater infrastructure and utility conduit to replace the current underground wiring. Flaggers will be in place and some parking spaces may at times be encumbered. Tractor trailers and other large vehicles may be detoured and the work will be coordinated with Fire and Police to ensure safety and minimize disruption.

A more detailed construction schedule will be forthcoming from the contractor and developer and will be communicated to abutters and other interested parties in McNabb's weekly Project Update eblasts (distributed each Thursday). To subscribe to the email contact Lynn Kramer, Executive VP, McNabb Properties, Ltd. At lynn@mcnabbgroup.com or 603.427.0725.

City of Portsmouth

Memo

To: Karen Conard, City Manager

From: Nancy Bates, Revenue Administrator/Tax Collector

cc: Suzanne Woodland; Judie Belanger

Date: March 15, 2022

Re: Cryptocurrency

Our online payment partner, Invoice Cloud, has announced PayPal now offers its customers the option of using cryptocurrency to make payments.

PayPal was added as a payment method in the City's online payment portal several months ago. This means City customers who have cryptocurrency stored in their PayPal account can now make payments to the City using that cryptocurrency when they choose PayPal as their payment method.

This new payment method has no impact on the City's financial practices as the cryptocurrency is converted to US currency by PayPal before it is sent to our payment processor.

The cryptocurrencies available for buying and selling on PayPal are Bitcoin, Ethereum, and Litecoin.