

TO: KAREN CONARD, CITY MANAGER

FROM: KELLI L. BARNABY, CITY CLERK

RE: ACTIONS TAKEN AT THE PORTSMOUTH CITY COUNCIL MEETING HELD IN THE EILEEN DONDERO FOLEY COUNCIL CHAMBERS ON WEDNESDAY, DECEMBER 14, 2022

PRESENT: MAYOR McEACHERN, ASSISTANT MAYOR KELLEY, COUNCILORS TABOR, DENTON, MOREAU, BAGLEY, LOMBARDI, BLALOCK AND COOK

1. **Voted** to close the Non-Public Sessions and seal the minutes.
2. PMAC Brewery Big Band – The band performed three Holiday music selections for the City Council.
3. Public Comment Session – There were 6 speakers: Paige Trace (Portsmouth); Esther Kennedy (Outdoor Dining and Wastewater Treatment Plants); Arthur Clough (Background Checks); Sue Polidura (Appointments to Board and Commissions); Francis Cormier (Be Kind to Each Other); and Nancy Novelline Clayburgh (*via zoom*) (Active Shooter Hoax Incident).
4. Third and final reading of Ordinance amending Chapter 12 and Chapter 15 – City’s Building Code – **On a unanimous roll call 9-0, voted** to pass third and final reading of the ordinance as presented.
5. Third and final reading of Ordinance amending Chapter 5, Article I – Fire Department, Section 5.101 – Personnel and Article IX – Fire Code - **On a unanimous roll call 9-0, voted** to pass third and final reading of the ordinance as presented.
6. Greenleaf Recreation Center Concession Agreement with Operation Blessing, Inc. – **Voted** to accept the renewal extension of the Greenleaf Recreation Center Concession Agreement with Operation Blessing, Inc. as presented.
7. Request for Public Hearing for Supplemental Appropriation regarding McIntyre Project – **Voted** to schedule a public hearing at the January 9, 2023 City Council meeting regarding the proposed supplemental appropriation.
8. Temporary Construction License for 46 State Street – **Voted** to authorize the City Manager to execute and accept the temporary construction license to encumber the sidewalk and three parking spaces that abut 46 State Street as requested.
9. Request for Work Session of the Disposition of Sherburne School – **Voted** to schedule a work session regarding the disposition of the Sherburne School on Thursday, January 12, 2023 at 7:00 p.m.

The City Council agreed to request that staff provide information on any and all places for potential housing projects by the Portsmouth Housing Authority. Also, to schedule a site visit of Sherburne School at a future time and date.

10. Consent Agenda – **Voted** to adopt the Consent Agenda.

- A. Request from John Robert David & Anastasia Livingstone, Snap Quack Pop, to install a Projecting Sign at 123 Market Street Unit A (***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 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 John Mortimer, Millennium Running, requesting permission to hold the St. Patty's 5k & 10k on Saturday, March 11, 2023 (***Anticipated action – move to refer to the City Manager with Authority to Act***)
- C. Letter from John Mortimer, Millennium Running, requesting permission to hold the annual New Castle 10k on Sunday, April 30, 2023 (***Anticipated action – move to refer to the City Manager with Authority to Act***)

11. Presentation regarding Staff Recommendations for 2023 Outdoor Dining Season – Beverly Mesa-Zendt, Planning Director – Planning Director Mesa-Zendt provided a detail review of the Outdoor Dining Season of 2022 with staff recommendations for 2023. Action by the City Council will take place at the January 9, 2023 City Council meeting.
12. Appointments to be Considered – The City Council considered the appointments listed below that will be acted upon at the January 9, 2023 meeting.
- Reappointment of Dana Levenson to the Trustee of the Trust Funds
 - Reappointment of Phyllis Eldridge to the Zoning Board of Adjustment
 - Appointment of Alan Cohen to the Task Force to Study Private/Public Historical Archives Committee
 - Appointment of Jeff Keefe to the Task Force to Study Private/Public Historical Archives Committee (Not on agenda)
13. Appointments to be Voted to the Arts and Nonprofits Committee Cultural Plan Subcommittee – **Voted** to appoint Alan Chace, Jeffrey Cooper, Gerardo Gonzalez, Tom Kaufhold, Amanda Kidd-Kestler, Robin Lurie-Meyerkopf, John Mayer, Karen Rosania, Emma Stratton, and Alternate members Karen Battles, Suzanne Danforth and Ed Simeone to the Arts and Nonprofits Committee Cultural Plan Subcommittee.
14. Appointment to the Arts and Nonprofits Committee Cultural Plan Subcommittee – **Voted** to appoint Ellen Fineburg to the Subcommittee. Councilor Lombardi recused from voting on this item.

15. Announcement of Appointment of Sean MacDonald and Anna Nuttall to the Skateboard Park Blue Ribbon Committee – Mayor McEachern announced the appointment of Sean MacDonald and Anna Nuttall to the Skateboard Park Blue Ribbon Committee.
16. Holiday Lights Contest – Mayor McEachern announced that the winners of the Holiday Lights Contest will be announced on Wednesday, December 21, 2022.
17. Council Year in Review – Voted to schedule a City Council Retreat in January with a Work Session in February to discuss the Council Year in Review.
18. Letter from PortsmouthNH 400th requesting permission to hold the Kickoff Event on January 6, 2023 (Not on agenda) – **Voted** to send the request to the City Manager with Authority to Act.
19. Miscellaneous Business Including Business Remaining Unfinished at Previous Meeting – Mayor McEachern recognized and thanked all departments and teachers in the classrooms for the handling of the Active Shooter Hoax Incident at the Portsmouth schools.
20. Adjournment – At 9:10 p.m., **voted** to adjourn.

Submitted by:

Kelli L. Barnaby, MMC/CNHMC
City Clerk