

TO: SUZANNE M. WOODLAND, DEPUTY CITY MANAGER
FROM: JUNE H. PHILBROOK, ADMINISTRATIVE ASSISTANT, CITY CLERK
RE: ACTIONS TAKEN AT THE PORTSMOUTH CITY COUNCIL MEETING HELD IN THE EILEEN DONDERO FOLEY COUNCIL CHAMBERS ON MONDAY, OCTOBER 2, 2023.
PRESENT: MAYOR McEACHERN, ASSISTANT MAYOR KELLEY, COUNCILORS TABOR, DENTON, MOREAU, BAGLEY, BLALOCK, AND COOK

1. Proclamation – Fire Prevention Week – Mayor McEachern read the Proclamation declaring October 8 – 14, 2023, Fire Prevention Week in Portsmouth with theme “Cooking Safety starts with YOU!” and encouraged all members of the community to stay alert and use caution when cooking to reduce the risk of kitchen fires.

Mayor McEachern presented the Proclamation to Fire Chief McQuillen who accepted it with thanks and appreciation.
2. Acceptance of Minutes – No minutes were brought forward for acceptance.
3. **Voted** to suspend the rules to bring forward item XIII. A – Presentation from Portsmouth Elks Lodge 97 Regarding a Recreation Department Grant - \$3,000.00. Elise from Elks 97 Lodge gave a short presentation detailing the programs offered to support youth, and Veterans to meet local needs in order to build strength in our communities – **Voted** to accept the grant as presented.
4. Public Comment Session – There were six speakers: Irish Mike (Ethics); Petra Huda (Parking on the Street); Jim Lee (What day is it?); Sue Polidura (WCN – White Christian Nationalist); Esther Kennedy (Good news); Paige Trace (Portsmouth).
5. First Reading of Ordinance amending Chapter 1, Article IX – Conflict of Interest/Mandatory Financial Disclosure, Section 1.902, Election Candidate Financial Disclosure - **Voted** to schedule Second Reading and a Public Hearing for the October 16, 2023, City Council Meeting.
6. First reading of Ordinance Chapter 1, Article IV, Section 1.413 – Sustainability Committee - **Voted** to schedule Second Reading and a Public Hearing for the October 16, 2023, City Council Meeting.
7. Public Hearing/Second Reading of Ordinance amending Chapter 7, Article III, Section 7.321 – Snow Emergency Parking Ban and Chapter 7, Article X, Towing, Section 7.1002 – Snow Removal Operations – Held a public hearing. Department of Public Works Director Rice, gave a brief presentation for Park Portsmouth and 411 sign up to keep the community connected for Parking Bans during inclement winter weather.

Moved to pass Second Reading and hold Third and Final Reading at the October 16, 2023, City Council Meeting.

Voted to suspend the rules to bring forward third and final reading of the ordinance.

Discussion held and **Motion withdrawn**.

Voted to pass main motion

8. Consent Agenda – **Voted** to adopt the Consent Agenda
 - A. Request from Justin Perry, Loan Depot, to install a Projecting Sign at 175 Market Street, Unit 104 (**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**)
 - B. Request from Joe Faro, Napoletana Pizzeria & Bar, to install a Projecting Sign at 14 Market Square (**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**)
 - C. Letter from Laurie Mantegari, Scarecrows of the Port, requesting permission to place scarecrows in designated locations throughout the Portsmouth Downtown area (**Anticipated action – move to refer to the City Manager with Authority to Act**)
 - D. Letter from Chris Carragher, Seacoast Paddleboard Club (SPC), requesting permission to hold the 6th Annual Seacoast Paddleboard event on Sunday, October 29, 2023, from 10:00 a.m. to Noon at the Peirce Island Boat Ramp (**Anticipated action – move to refer to the City Manager with Authority to Act**)
9. Email Correspondence – **Voted** to accept and place on file.
10. Letter from Eric Gold, requesting for exhibition of artwork at City Hall “Growing up Portsmouth” – **Voted** to refer to the City Manager with Authority to Act.
11. Letter from Phil Von Hemert, Sail Portsmouth, requesting the City Split the cost of the Police Department invoice in the amount of \$2, 619.95 for their traffic detail – **Voted** to split the cost of the Police Department invoice as requested.
12. McIntyre Update – Mayor McEachern announced there has been no movement from GSA.
13. Appointment to be Considered – The City Council considered the appointment of Kelly Delekta to the Board of Library Trustees to be voted upon at the October 16, 2023, City Council meeting.
14. City Council Work Session on Proposed Police Facility – **Voted** to schedule a Work Session regarding the Proposed Police Facility on Monday, November 13, 2023.
15. FY23 Year End Financial Update – **Voted** to request a report back to include parking revenue.

16. Voted to Accept Action Items Needing Approval by City Council

- A. Portwalk Place, request for renewal of parking licenses, by business owner – **Voted** to approve a renewal of valet license agreement for Portwalk Place HI, LLC for a term of 1 year. **Voted** to approve renewal of valet license agreement for Parade Resident Hotel, LLC for a term of 1 year.
- B. Mechanic Street, request for additional parking restrictions between Pickering Street and Hunking Street, by residents – **Voted** to prohibit parking on the land side of Mechanic Street between Hunking Street and Pickering Street.
- C. Snow Emergency Parking ban, request for ordinance updates by DPW – **Voted** to approve recommended changed to Chapter 7 as presented.
- D. Sagamore Avenue, request for bicycle lanes and No Parking from Shaw Road to Wentworth House Road – **Voted** to prohibit parking along both sides of Sagamore Avenue between Shaw Road and Wentworth House Road, contingent on no issue with businesses in this location.

17. Parking & Traffic Safety Committee Action Sheet and Minutes for the September 7, 2023, meeting - **Voted** to approve and accept the action sheet and minutes of the September 7, 2023, Parking & Traffic Safety Committee Meeting.

18. Acceptance of Donation to Senior Activity Center for Luncheon Fund - \$500.00 – **Voted** to approve and accept the donation to the Senior Activity Center.

19. City Manger's Informational Items – Deputy City Manager Woodland made the following announcements.

- Announced the City has received \$460,000.00 in Grant funds for the Consolidated Rail Infrastructure \$ Safety Improvements (CRISI).
- Pease Development Authority Update – City Manager Conard attended September 21, 2023, PDA meeting, no votes were taken, 2 new positions and City Manager Conard will be attending the next meeting on October 19, 2023.
- Outdoor Dining Update – season closes on October 9, 2023, concurrent with Indigenous Peoples' Day, outdoor dining set ups need be removed no later than October 10, 2023.
- Report Back on Dock Request of Paul and Alison Dunne – determined Pierce Island not an idea location and will be searching elsewhere for their docking needs.
- Municipal Alliance for Adaptive Management – City is participant along with other surrounding communities, an opportunity for communities to discuss issues collectively and efficiently on the topic of water quality. Memorandum provided to City Council provides details.

20. Miscellaneous Business Including Business Remaining Unfinished at Previous Meeting

Councilor Lombardi announced the month of October is America Archive Month.

Councilor Moreau thanked all the sponsors and volunteers for the Portsmouth 400th – Community Picnic on October 1, 2023.

Assistant Mayor Kelley thanked all the sponsors, volunteers, emergency personnel, and community for attending the 2023 BIPOC Festival on September 24, 2023.

21. Adjournment – At 8:38 p.m., **voted** to adjourn.

Respectfully submitted by:

June Philbrook
Administrative Assistant, City Clerk