

TO: KAREN CONARD, CITY MANAGER
FROM: KELLI L. BARNABY, CITY CLERK
RE: ACTIONS TAKEN AT THE PORTSMOUTH CITY COUNCIL MEETING HELD IN THE EILEEN DONDERO FOLEY COUNCIL CHAMBERS ON MONDAY, MAY 15, 2023
PRESENT: MAYOR McEACHERN, ASSISTANT MAYOR KELLEY, COUNCILORS TABOR, DENTON, MOREAU, BAGLEY, LOMBARDI, BLALOCK AND COOK

1. On a unanimous voice vote 9-0, **voted** to close the Non-Public Session and seal the minutes.
2. National Peace Officers Memorial Day (Not on agenda) – Mayor McEachern asked for a moment of silence to honor the role of law enforcement in service to society by recognizing the sacrifices and valor of law enforcement, and the efforts of our own police department in educating the community and making it safer for those who serve and for all of us on this National Peace Officers Memorial Day.
3. Acceptance of Minutes – April 17, 2023 City Council Meeting – **Voted** to accept and approve the minutes of April 17, 2023 City Council meeting.
4. Public Comment Session – There were 4 speakers: Paige Trace (Portsmouth); Petra Huda (Prescott Park Agreement); Sue Polidura (Budget); and Esther Kennedy (Combined Sewer Overflow).
5. First reading of Ordinance amending Chapter 10 – Article 5A – CHARACTER-BASED ZONING, Section 10.5A20, Regulating Plan, Subsection 10.5A21.10 Contents of Regulating Plan, Map 10.5A21B – Building Height Standards, Section 10.5A43.30 – Building and Story Heights, Subsection 10.5A43.33, Section 10.5A43.40 – Maximum Building Footprint, Subsections 10.5A43.41-44, and Section 10.5A45 – Community Spaces, Subsection Figures 10.5A45.10 Community Spaces, Section 10.5A46.20 – Requirements to Receive Incentives to the Development Standards, Subsections 10.5A46.21-22, and Article 15 – DEFINITIONS, Section 10.1530 – Terms of General Applicability – Moved to pass first reading and refer to the Planning Board for report back and further schedule a public hearing and second reading for July 10, 2023 City Council meeting.

Voted to suspend the rules in order to hear a presentation by Principal Planner Nick Cracknell.

Main motion passed.

6. **Voted** to suspend the rules to bring forward Items XIII. C. – Town of New Castle Sewer Agreement, XIII. A. – Presentation regarding Community Health Profile by Health Officer Kim McNamara and XIII. B. – Presentation from the COVID-19 Recovery Task Force by Abbie Frank.
7. Town of New Castle Sewer Agreement – Deputy City Manager Suzanne Woodland provided a brief introduction to the request from the Town of New Castle to enter into a formal 20-year sewer agreement. Director of Water Resources/Deputy Public Works Director Brian Goetz reviewed the wholesale rates that would be paid by the Town of New Castle.

Voted to request that the City Manager bring forward this wholesale sewer agreement for action at the next City Council meeting.

8. Presentation regarding Community Health Profile by Health Officer Kim McNamara – Health Officer Kim McNamara provided a brief review of the Community Health Profile and statistical data contained in this report. She outlined the three recommendations being proposed:
- Community Health Improvement Plan (CHIP) to follow this Community Health Profile and Needs Assessment, based on the findings and greater community input. Set aside \$3,000,000.00 to be used for the outcome of the Community Health Profile, Needs Assessment and Community Health Improvement Plan.
 - Provide a mechanism for non-profits providing services to Portsmouth’s vulnerable residents so they can make their needs known now, independent of the \$3,000,000.00 requested for after completion of CHIP.
 - Apply a *Health in All Policies* approach to City policy development & planning, which incorporates health considerations for all people within this community, and will ensure that diversity, equity and inclusion are protected.
9. Presentation from the COVID-19 Recovery Task Force by Abbie Frank – Ms. Frank spoke to the critical areas of need for the Portsmouth Community post COVID. She stated the Blue Ribbon Community was created to evaluate challenges and identify low-cost, high-impact recovery solutions that use ARPA monies. She reviewed high impact – low cost solutions:
- Provide funding to the Community Resource Network to make the website more user friendly.
 - Work with the recreation department to help provide scholarships to summer programs for kids and teens and to expand programming for seniors.
 - Create and fund a position to coordinate school and community services to help support youth and families.
 - Create a streamlined process to help support the non-profits that already exist.
 - Create a transportation think tank that could consider buying vans to share between PHA, recreation department, school department, etc.
 - Gas & Uber/Lyft vouchers to facilitate transportation to after school programs, mental health appointments, jobs, groceries, childcare.
 - Provide scholarships for CDL licenses and early childhood education certificate programs.
 - Support the recommendation of the department of health to set aside money to target the needs of the Portsmouth community.
 - Fund Library book mobile.
 - Further investigate how to support seniors and individuals with developmental disabilities in our community; create a position that coordinates senior services with PHA.
 - Support programs for affordable housing.

Voted to refer the list of solutions to the City Manager for report back on feasible details with any that the city should move forward.

10. Approval of License Agreement with the General Services Administration (GSA) – **Voted** to authorize the City Manager to execute the proposed license agreement with GSA.
11. Renewal of Prescott Park License Agreements between the City and the Gundalow Company – **Voted** to approve the Prescott Park License Agreement between the City and the Gundalow Company in a form similar to the attachment in the City Council Packet and to authorize the City Manager to execute the Agreement.

12. Renewal of Prescott Park License Agreements between the City and Prescott Park Arts Festival – **Voted** to approve the Prescott Park License Agreement between the City and the Prescott Park Arts Festival in a form similar to the attachment in the City Council Packet and to authorize the City Manager to execute the Agreement. Councilor Tabor abstained from voting on this agreement.
13. Renewal of Prescott Park License Agreements between the City and the NH Art Association - **Voted** to approve the Prescott Park License Agreement between the City and the NH Art Association in a form similar to the attachment in the City Council Packet and to authorize the City Manager to execute the Agreement.
14. Request for First Reading Regarding Amendments to Chapter 4, the City's Food Licensing and Regulations Ordinance – **Voted** to schedule first reading of the amendments to Chapter 4, the City's Food Licensing and Regulations Ordinance, at the June 5, 2023 City Council meeting.
15. Street Naming for 3548 Lafayette Road – **Voted** to authorize the use of Monarch Way as the private street name for the development at 3548 Lafayette Road.
16. Approval of the Portsmouth School Department Custodial Collective Bargaining Agreement – **Voted** to approve and accept the agreement as presented.
17. Consent Agenda – **Voted** to adopt the Consent Agenda.
 - A. Letter from Kelly Hartnett, Seacoast Mental Health Center, requesting permission to hold the Bridges 4 Friendship 10k on Saturday, October 14, 2023 (**Anticipated action – move to refer to the City Manager with Authority to Act**)
 - B. Letter from Jason Brewster, Brewster's Bait & Tackle, requesting permission to hold The Blessing of the Fleet on Thursday, July 27, 2023 from 6:00 p.m. – 7:00 p.m. on Four Tree Island (**Anticipated action – move to refer to the City Manager with Authority to Act**)
18. Email Correspondence – **Voted** to accept and place on file.
19. Request from Sue Polidura seeking permission to hold a community reading of the Declaration of Independence in front of the North Church on Tuesday, July 4, 2023 at 11:00 a.m. - **Voted** to refer to the City Manager with Authority to Act.
20. Letter from Danville Fire Chief Steven Woitkun regarding the quick action of Portsmouth Electrical Inspector John Plourde for intervening at a fire on Sandown Road in Danville, NH and making sure all residents and pets were evacuated safely from the home – **Voted** to accept and place on file.
21. Letter from Tom Kaufhold, Founder of NH Seacoast LGBTQ History Project, requesting permission to display six panels describing the history of the LGBTQ community on the seacoast at City Hall during the month of June 2023 – **Voted** to refer to the City Manager with Authority to Act.
22. Appointment to be Considered – Reappointment of David Adams to the Historic District Commission – The City Council considered the reappointment of David Adams to the Historic District Commission which will be acted upon at the June 5, 2023 City Council meeting.
23. Appointment to be Voted – Peter Splaine to the Cemetery Committee – **Voted** to appoint Peter Splaine to the Cemetery Committee until May 1, 2025.

24. Draft Ordinance Codifying the Sustainability Committee – **Voted** to refer the draft ordinance codifying the Sustainability Committee to the Governance Committee and the Legal Department for review and report back to the City Council for first reading.
25. Report of City-Owned Parcels for Potential Reuse as Workforce Housing – **Voted** to request the Land Use Committee work to prioritize these four lots by which is the most viable lot for development in connection with a request for the President of Portsmouth Housing Authority Housing Development Limited to report back to the City Council with input from the development side.
- 1 Junkins Avenue (the lower city hall parking lot)
 - Falkland Way (open parcel in front of the PHA property)
 - 35 Sherburne Road (the Robert J. Lister Academy)
 - 195 Greenleaf Avenue (Greenleaf Recreation Center)
26. Parking and Traffic Safety Committee Action Sheet and Minutes of the April 6, 2023 meeting – **Voted** to accept and approve the action sheet and minutes of the April 6, 2023 Parking and Traffic Safety Committee.
27. Parking and Traffic Safety Committee Action Sheet and Minutes of the May 4, 2023 meeting – **Voted** to accept and approve the action sheet and minutes of the May 4, 2023 meeting.
28. Economic Development Commission Powers and Duties – **Voted** to refer to the Governance Committee and Legal Department for report back to the City Council.
29. Acceptance of NHDES 2022-2024 Strategic Planning Grant Program – **Voted** to authorize the City Manager to enter into a Grant Agreement with the State of New Hampshire Department of Environmental Services to accept up to \$50,000.00 from the NHDES 2022-2024 Strategic Planning Grant Program to assist with paying a portion of the comprehensive planning study and preliminary engineering evaluation of the Lafayette tank pressure zone.
30. Acceptance of Donation to the Senior Activity Center from the Portsmouth Garden Club - \$500.00 – **Voted** to approve and accept the donation as presented.
31. Acceptance of Various Police Grants – **Voted** to approve and accept the grants for the Police Department as presented.
- US Department of Justice for the NH Internet Crimes Against Children Task Force - \$377,882.00
 - 2023 Safe & Active Grant award from the Injury Prevention Center at Dartmouth-Hitchcock for 50 multi-sport helmets, 50 bike lights and educational materials
32. Miscellaneous Business Including Business Remaining Unfinished at Previous Meeting – Councilor Moreau announced the first signature event for PortsmouthNH 400th is the parade being held on Saturday, June 3, 2023.
33. Parking Agreements for Special Events on June 3, 2023 with Bethel Assembly of God and The Islamic Society of the Seacoast Area (Not on agenda) – **Voted** to authorize the City Manager to negotiate and enter into two special event Parking Agreements with the Bethel Assembly of God and The Islamic Society of the Seacoast Area for special event parking on June 3, 2023.

34. Mayor McEachern Bike Ride (Not on agenda) - Councilor Bagley announced that Mayor McEachern's Bike Ride will be held on Saturday, May 21st at the Portsmouth Middle School/Public Library parking lot.

35. Memorial Day Events (Not on agenda) – Councilor Denton announced Memorial Day Events:

- The Burial at Sea Ceremony will take place on Friday, May 26, 2023 at 11:00 a.m. at Prescott Park near the anchor.
- The Memorial Day Ceremony will be held at Plains Field on Monday, May 29th at 2:00 p.m.

36. Adjournment – At 10:15 p.m., **voted** to adjourn the meeting.

Submitted by:

Kelli L. Barnaby, MMC/CNHMC
City Clerk