

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, DECEMBER 18, 2023

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

ABSENT: COUNCILOR BLALOCK

---

1. Portsmouth High School Holiday Ensemble Performance – The Holiday Ensemble under the direction of Steve Cirillo played four holiday selections, Deck the Halls, Little Drummer Boy, Carol of the Bells and Jingle Bells.
2. Proclamation – Jessica’s Law Awareness in Portsmouth – Mayor McEachern read the Proclamation declaring the next 30 days for Jessica’s Law Awareness in Portsmouth and called upon our fellow citizens to take the extra minute to clear snow and ice from their cars for the protection of us all. Mark Syracuse of the Parking & Traffic Safety Committee accepted the Proclamation with thanks and appreciation.
3. Acceptance of Minutes – September 18, 2023; October 2, 2023 and October 16, 2023 – Moved to approve and accept the minutes of September 18, 2023, October 2, 2023, and October 16, 2023 City Council meetings. **Voted** to amend page 8, third paragraph to change the word “rule” to “role” of the September 18<sup>th</sup> minutes. **Main motion passed as amended.**
4. Recognition of the efforts of Portsmouth NH 400<sup>th</sup> LLC, and its Managing Director Valerie Rochon - Mayor McEachern presented Valerie Rochon with a framed picture of the Street.Life!400 Dinner that took place August 16<sup>th</sup> on Congress Street. Ms. Rochon accepted the gift with thanks and appreciation and said she could not have done this without the support and assistance of her team.
5. Report of the Achievements of the 2021-2023 Arts and Nonprofits Committee – Barbara Massar Co-Chair provided a detailed presentation outlining the achievements of the 2021-2023 Arts and Nonprofits Committee. She reviewed the various recommendations of the Committee that were accomplished and those that were not. She spoke to the new Cultural Plan for the City and the vehicle for implementation. She thanked Sean Clancy, Assistant City Manager of Economic Development, who has been an integral part of the Committee.
6. **Voted** to suspend the rules in order to bring forward Item XIII. A. – Presentation regarding Portsmouth 2123 Time Capsule.
7. Presentation regarding Portsmouth 2123 Time Capsule – Jim Splaine and Bob Lister provided a detailed presentation of the Portsmouth 2123 Time Capsule. Jim encouraged people to participate by placing a letter in the time capsule which will be unveiled in 2123. Bob said that this will be a perfect end of the year long celebration of Portsmouth’s 400<sup>th</sup> anniversary. Jim stated that the time capsule will be on display at various locations throughout Portsmouth. He further stated that people have until December 31<sup>st</sup> at Noon to insert a letter or momentum into the capsule before it is sealed for the next one hundred years.

8. **Voted** to suspend the rules to bring forward Item XIV. 3. – Holiday Lights Contest Winners.
9. Holiday Lights Contest Winners – Mayor McEachern announced that an anonymous donor made a \$500.00 donation to Gather.

The winners:

- Most Creative: Kris Kraft at 760 State Street who receives a meal out with the Mayor, the Portsmouth NH 400<sup>th</sup> 101 Objects book and a City blanket;
- Most Traditional: Molly Wilson at 1360 South Street who receives a Fire Department tour and ride-along plus the PNH400 101 Objects book and City blanket;
- Kids' Choice: Matt & Nicole Beyer at 580 FW Hartford Drive who receives a Police Department tour and ride-along plus a PNH400 101 Objects book and City blanket

Honorable Mentions:

- Jana Goldstein at 170 FW Hartford Drive
- Brent Guillot at 32 Manning Street
- Brian McGuire at 21 Madison Street

Mayor McEachern announced each of the honorable mentions will receive a Portsmouth NH 400<sup>th</sup> mug, the PNH400 Time Travel comic book and a City blanket.

10. Public Comment Session – There were 15 speakers: Gary Lowe, Dan Brown, Anne Moddey, Margot Doering, David Adams (Solar Systems/Panels); Francis Cormier (“Yes Virginia there is a Santa Claus); Maria Sillari, Donald Stickney, Tom Kelley, Craig Willever, Michael Govern, Josh Share, Brian Ratay (Jones Avenue Scrap Yard); Reagan Ruedig and Martin Ryan, via Zoom (HDC Guidelines).
11. Public Hearing/Second Reading of Ordinance amending Chapter 1, Article IV – Commission and Authorities – Public Art Review Committee – Held a public hearing. **Voted** to pass second reading and suspend the rules to take up third and final reading. **Voted** to pass third and final reading of the ordinance.
12. Public Hearing/Adoption of Resolution on a Supplemental Appropriation from Unassigned Fund Balance of \$450,000.00 for Outside Counsel Legal Fees – **On a unanimous roll call 8-0, voted** to adopt the Resolution as presented.
13. Temporary Construction License for 70 Maplewood Avenue – **Voted** to authorize the City Manager to execute and accept the temporary construction license to encumber the sidewalks along Maplewood Avenue and Deer Street that abut 70 Maplewood Avenue as requested.
14. Lease Extension for Community Campus Tenants – **Voted** to accept the Amendments to the Lease Agreement(s) with the Child Advocacy Center of Rockingham County, Inc., the Krempels Center and Seacoast Outright to extend the terms through June 30, 2024 as presented.
15. Revocable License for 320 Union Street – **Voted** to authorize the City Manager to execute and deliver a Revocable License allowing the Owner of 320 Union Street to reface their existing retaining wall and construct a new retaining wall on City property.

16. Polling Hours for 2024 Presidential Primary Election – **Voted** to establish polling hours for the Presidential Primary Election on January 23, 2024 from 8:00 a.m. to 7:00 p.m. as presented by the City Clerk.
17. Drainage Easement for Property Located at 700 Peverly Hill Road – **Voted** to authorize the City Manager to accept and record a drainage easement from JMK Realty, LLC in substantially similar form to the easement provided in the agenda packet.
18. Access Easement for 201 Kearsarge Way – **Voted** to authorize the City Manager to accept and record an access easement from Richard P. Fusegni in substantially similar form to the easement contained in the agenda packet.
19. Consent Agenda – **Voted** to adopt the Consent Agenda.
- A. Letter from Jennie Halstead, My Breast Cancer Support, requesting permission to hold the 15<sup>th</sup> Annual Celebrate Pink 5k Walk & Run on Sunday, September 22, 2024  
***(Anticipated action – move to refer to the City Manager with Authority to Act)***
- B. Letter from John Mortimer, Millennium Running, requesting permission to hold the St. Paddy's 5k/10k on Sunday, March 10, 2024 ***(Anticipated action – move to refer to the City Manager with Authority to Act)***
- C. Letter from Cullen Madden, Millennium Running, requesting permission to hold the Eastern States 20 Miler & Half Marathon on Sunday, March 17, 2024  
***(Anticipated action – move to refer to the City Manager with Authority to Act)***
- D. Letter from John Mortimer, Millennium Running, requesting permission to hold the 2024 Restore New Castle 10k on Sunday, April 28, 2024 ***(Anticipated action – move to refer to the City Manager with Authority to Act)***
- E. Letter from Rob Cimini, Greenleaf Rec Center Teens Program, requesting permission to hold the Greenleaf Rec Challenge on Saturday, May 11, 2024 ***(Anticipated action – move to refer to the City Manager with Authority to Act)***
20. Email Correspondence – **Voted** to accept and place on file.
21. Resignation – Richard Adams from the Trees and Public Greenery Committee effective December 31, 2023 – **Voted** to accept with regret and requested a letter be sent thanking Mr. Adams for his service to the city.
22. Appointments to be Voted – **Voted** the following appointments:
- Stephen Buzzell to the Cemetery Committee
  - Kelly DeCourcy to the Citizen Advisory Committee
  - Susan Durling to the Citizen Advisory Committee
  - Alice Carey to the Conservation Commission
  - Maria Peppas to the Library Board of Trustees
  - Tyler McLaughlin to the Library Board of Trustees
  - Rick Chellman to the Planning Board

- Paul Giuliano to the Planning Board
- Peter Weeks to the Trustees of the Trust Fund
- Emma Stratton to the Arts & Cultural Commission
- Courtney Perkins to the Arts & Cultural Commission
- Karen Rosania to the Arts & Cultural Commission
- Robin Albert Lehman to the Arts & Cultural Commission
- Linnea Grim to the Arts and Cultural Commission
- John Elias “Eli” Kaynor to the Arts and Cultural Commission
- Kenneth Goldman to the Arts and Cultural Commission
- Jason Goodrich to the Arts and Cultural Commission
- Genevieve Aichele to the Arts and Cultural Commission
- Jeffrey Cooper to the Arts and Cultural Commission
- Catherine Saarela to the Arts and Cultural Commission
- Theresa MacDowell to the Arts and Cultural Commission
- Lennie Mullaney to the Public Art Review Commission

23. HDC Solar Energy Panel Amendment – Councilor Denton said it is his and Councilor Blalock’s intention to hold First Reading on Tuesday, January 16, 2024, to amend Article IV: Commissions and Authorities, Section 1.403: Historic District Commission, C. Powers and Duties, by adding the following sentence at the end of paragraph 1: “The review of solar energy panels is not within the purview of the Historic District Commissioner’s powers and duties.” No action taken.
24. Governance Committee Year-End Update – Councilor Cook asked the City Council to review her report outlined in the City Council packet. No action taken.
25. Acceptance of Donation to the Fire Department from Brian & Suzanne Engelhardt - \$100.00 to be used at the department’s discretion – **Voted** to approve and accept the donation as presented.
26. Acceptance of Donation to the Fire Department from Paul Gormley & Kimi Iguchi - \$2,500.00 to be used at the department’s discretion – **Voted** to approve and accept the donation as presented.
27. Acceptance of Moose License Plate Conservation Grant - \$9,695.80 – **Voted** to approve and accept the grant as presented.
28. Acceptance of Grant to Fire Department from the Department of Safety, Division of Fire Standards & Training and EMS - \$16,575.00 – **Voted** to approve and accept the grant as presented.
29. City Manager’s Informational Items - Report Back on the Demolition Ordinance - City Manager Conard recommended conducting a work session in the new year to amend the Demolition Ordinance.

Parking Signs for the McIntyre Lot – City Manager Conard reported to the City Council that the Traffic Engineer will work with all existing owners/managers of private lots that provide public parking to revise and improve their signage throughout the city.

30. Adjournment – At 9:40 p.m., **voted** to adjourn.

Submitted by:

Kelli L. Barnaby, MMC/CNHMC  
City Clerk