

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, AUGUST 5, 2024

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

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1. **Voted** to close the Non-Public Session and seal the minutes.
2. Public Comment Session – There were eight speakers: Lucille Therrien, Patricia Robinson (Police Station); Erik Anderson (Sherburne School); Robin Huslage, Nicole LaPierre, Marcy Vaughan and Elizabeth Bratter (361 Hanover Street Development) and Bill Downey (Times Building).
3. **Voted** to suspend the rules to bring forward the Community Policing Facility Update.
4. Community Policing Facility Update – Joe Almeida, Facilities Manager; provided a brief update on the Community Policing Facility. He reported that a smaller addition plan is currently being considered. He stated an update with a view of the plans would be provided at an upcoming City Council meeting in September.
5. Public Hearing/Second Reading of proposed Ordinance amending Chapter 10, Article 5A – Character-Based Zoning, Section 10.5A43.33 regarding Building and Story Heights of the Zoning Ordinance – Held a public hearing. **Voted** to pass second reading of the proposed zoning amendment to Chapter 10, Article 5A, Section 10.5A43.33 and to schedule third and final reading at the August 19, 2024 City Council meeting.
6. Public Hearing/Second Reading of proposed Parking Omnibus Ordinance amending Chapter 7, Article III – Traffic Ordinance, Section 7.330 A. - No Parking; Article III – Traffic Ordinance, Section 7.341 - Driving on Sidewalk; and Article XI, Section 7.1100 E., Speed Limits: 25 mph – Middle Street – Held a public hearing. Moved to pass second reading and schedule third and final reading at the August 19, 2024 City Council meeting. **Voted** to postpone the ordinance and make an adjustment of Middle Street to *Middle Road*. **Voted** to suspend the rules and take up this item that was previously postponed because the ordinance was correctly written for Middle Street. **Voted** to pass second reading and schedule third and final reading at the August 19, 2024 City Council meeting. **Voted** to suspend the rules to bring forward third and final reading of the ordinance. **Voted** to pass third and final reading.
7. Request to Schedule Work Session on Revaluation – Thursday, September 5, 2024 – **Voted** to schedule a work session on the topic of Revaluation on Thursday, September 5, 2024 at 5:00 p.m.
8. Request to Adopt Local Emergency Operations Plan – **Voted** to adopt the proposed Local Emergency Operations Plan as presented.
9. Request to Appoint a Motor Vehicle Agent – **Voted** to approve the appointment of Deputy Tax Collector Edward Gioioso as the Municipal Registration Agent for Motor Vehicles in the City of Portsmouth.

10. RFQ #52-24 Municipal Property at 35 Sherburne Road Status Update – Recommendations for Next Steps and Policy Decision Guidance Sought – **Voted** to authorize the City Manager to prepare and issue a Request for Proposal to the four entities interviewed which encompasses the feedback received this evening and a memorandum to be received by the Housing Committee.
11. South Meeting House Next Septs – **Voted** to authorize the City Manager to begin the negotiation of documents necessary to implement the proposal and to schedule a public meeting for the Schleyer Foundation to share its concept with the public and gather input.
12. Request to Schedule a Public Hearing Regarding Supplemental Appropriation for the Hanover Street Garage Project – **Voted** to schedule a public hearing and vote to authorize a supplemental appropriation of \$1 million from the Parking Division fund balance.
13. Request to Establish Polling Hours for State Primary & Presidential General Elections – **Voted** to approve the polling hours as presented: September 10<sup>th</sup> State Primary Election be established from 8:00 a.m. – 7:00 p.m.; and polling hours be expanded for the Presidential General Election on November 5<sup>th</sup> from 8:00 a.m. – 8:00 p.m.
14. Consent Agenda - Request from Adam, Dean, Joe Leddy, & Jamieson Duston, 48 Maplewood LLC, to install a Projecting Sign at 48 Maplewood Avenue – **Voted** to approve the aforementioned Projecting Sign License as recommended by the Planning & Sustainability 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*

15. Email Correspondence – **Voted** to accept and place on file.
16. Letter from James Knudsen, Knudsen Burbridge, P.C. regarding Estate of Star C. Johnson, Parcel at Map 232, Lot 25 on Marjorie Street, expressing their intention to donate the parcel to the city – **Voted** to refer to the Planning Board for report back.
17. Letter from Derek R. Durbin, Esq., regarding Release of Interest in Map 236, Lot 74 for area of former Longmeadow Lane – **Voted** to refer to the Planning Board for a recommendation.
18. Letter from residents of Islington Creek regarding zoning of 361 Hanover Street – **Voted** to refer to the Planning Board for review and recommendation for the consideration of a zoning change.
19. Letter from Eleanor Bird regarding the loud noises created by the fireworks – **Voted** to accept and place on file.
20. Letter and Petitions from Lucille Therrien and residents of Connors Cottage regarding the proposed expansion of the Police Station – **Voted** to accept and place on file.

21. Letter from Abigail Gindele requesting the city eliminate mosquito spraying – **Voted** to accept and place on file.
22. Appointments to be Considered – The City Council considered the appointments listed below with action to be taken at the August 19, 2024 meeting.
- Appointment of Scott Chaudoin to the Recreation Board
  - Reappointment of Deborah Chag to the Trees and Public Greenery Committee
23. Resignations – **Voted** to accept with regret the resignations of Robin Albert and MaryLiz Geffert with a letter of thanks and appreciation for their service to the city.
- Robin Albert from the Arts and Culture Commission
  - MaryLiz Geffert as an alternate to the Zoning Board of Adjustment
24. Status of Indoor Sports Complex – **Voted** to refer to the Recreation Board for report back.
25. Acceptance of Great Bay Resource Protection Partnership Stewardship Grant - \$10,000.00 – **Voted** to authorize the City Manager to enter into a grant agreement to accept and expend funds in the amount of \$10,000.00 from the Great Bay Resource Protection Partnership to conduct the Buffer Revival: Enhancing Freshwater Wetland Health and Community Awareness project.
26. Acceptance of NHDES Coastal Program Coastal Resilience Grant - \$9,486.00 – **Voted** to authorize the City Manager to enter into a grant agreement to accept and expend funds in the amount of \$9,486.00 from the NHDES Coastal Program to conduct the Resilient Wetlands: Enhancing Coastal Protection and Water Quality project.
27. Adjournment – At 9:10 p.m., **voted** to adjourn the meeting.

Respectfully submitted:

Kelli L. Barnaby, MMC/CNHMC  
City Clerk