

CITY COUNCIL MEETING

MUNICIPAL COMPLEX, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, PORTSMOUTH, NH
DATE: MONDAY, OCTOBER 21, 2024 TIME: 7:00PM

Members of the public also have the option to join the meeting over Zoom, a unique meeting ID and password will be provided once you register. To register, click on the link below or copy and paste this into your web browser

https://us06web.zoom.us/webinar/register/WN_BN0B4A8vSi2VNPCXbxc04Q

AGENDA

- I. WORK SESSION
- II. PUBLIC DIALOGUE SESSION [when applicable – every other regularly scheduled meeting] – **N/A**
- III. CALL TO ORDER [7:00 p.m. or thereafter]
- IV. ROLL CALL
- V. INVOCATION
- VI. PLEDGE OF ALLEGIANCE

MAYOR'S AWARD

1. Laurie Mantegari

PROCLAMATIONS

1. Move It or Lose It Day in Portsmouth on behalf of Student Mayor Maxwell Cyr
2. Ristorante Massimo 30th Anniversary

VII. ACCEPTANCE OF MINUTES *(There are no minutes on for acceptance this evening)*

VIII. RECOGNITIONS AND VOLUNTEER COMMITTEE REPORTS

IX. PUBLIC COMMENT SESSION *(This session shall not exceed 45 minutes) – (participation may be in person or via Zoom)*

X. PUBLIC HEARINGS AND VOTE ON ORDINANCES AND/OR RESOLUTIONS

First Reading of Ordinance:

- A. First Reading of Ordinance amendment to Chapter 1, Article V, Purchasing Procedures, Sections 1.500-1.504 to be deleted in its entirety and replaced with a new Article V, retitled Procurement Procedures, inclusive of new Sections 1.500-1.504 ***(Sample motion – move to pass first reading and schedule a public hearing and second reading for the November 18, 2024 City Council meeting)***

Public Hearing/Second Reading of Ordinance:

- B. PUBLIC HEARING/SECOND READING of Ordinance amendment to Chapter 7, Vehicles, Traffic and Parking, Article X, Towing, Section 7.1004, Towing or Immobilization of Motor Vehicles for Non-Payment of Parking Fines by amending the ordinance to reflect current procedures, delete and revise outdated language, change notice provision and increase fine for violation for removing immobilization device
- **PRESENTATION**
 - **CITY COUNCIL QUESTIONS**
 - **PUBLIC HEARING SPEAKERS**
 - **ADDITIONAL COUNCIL QUESTIONS AND DELIBERATIONS**

(Sample motion – move to pass second reading and schedule a third and final reading for the November 18, 2024 City Council meeting)

- C. PUBLIC HEARING AND SECOND READING of Ordinance amendment to Chapter 10, Article 6 – Overlay Districts, Section 10.680 – Gateway Neighborhood Overlay District, by Establishing a New Incentive Overlay District Allowing for Higher Density Housing
- **PRESENTATION**
 - **CITY COUNCIL QUESTIONS**
 - **PUBLIC HEARING SPEAKERS**
 - **ADDITIONAL COUNCIL QUESTIONS AND DELIBERATIONS**

(Sample motion – move to pass second reading and schedule a third and final reading for the November 18, 2024 City Council meeting)

XI. CITY MANAGER’S ITEMS WHICH REQUIRE ACTION

A. CITY MANAGER CONARD

City Manager’s Items Which Require Action:

1. Request for Public Hearing to Repurpose Transmission Main Funds
2. *Request for NH DOT US Route 1 Corridor Improvement Project Work Session
3. Approval of Memorandum of Agreement for AFSCME 1386A
4. Request for Public Hearing on ARPA Funding for Climate Action Plan Recommendations, Mobile Library Resources, Community Health Needs Assessment Recommendations and Maplewood Avenue Waterline Upgrades
5. Extension of Ceres Street Compactor License
6. Temporary Construction License Agreement for Cedar & Salt, LLC at 439 Lincoln Avenue, Unit 2

XII. CONSENT AGENDA

(There are no items under this section of the agenda)

XIII. PRESENTATIONS AND WRITTEN COMMUNICATIONS

- A. Email Correspondence *(Sample motion – move to accept and place on file)*
- B. Letter from Reverend Ellen Quaadgras, South Church Unitarian Universalist, requesting permission to hold a “Held in One Spirit: An Interfaith Election Day Gathering”, at the African Burying Ground on Tuesday, November 5, 2024 from 7:00 p.m. to 7:30 p.m. *(Sample motion – move to refer to the City Manager with Authority to Act)*

XIV. MAYOR McEACHERN

- 1. Appointment to be Considered:
 - Ronald Baisden to the African Burying Ground

XV. CITY COUNCIL MEMBERS

A. ASSISTANT MAYOR KELLEY & COUNCILOR LOMBARDI

- 1. Economic Development Commission Memorandum on City Inspections

B. COUNCILOR TABOR, COUNCILOR BLALOCK & COUNCILOR MOREAU

- 1. Report to Council on Citizen CIP requests from Council Subcommittee

C. COUNCILOR MOREAU

- 1. *Gateway Neighborhood Overlay District Update from Planning Board

XVI. APPROVAL OF GRANTS/DONATIONS

(There are no items under this section of the agenda)

XVII. CITY MANAGER’S INFORMATIONAL ITEMS

- 1. Draft Community Health Improvement Plan
- 2. *Pease Development Authority Board Meeting Update
- 3. *Update on Sherburne Property
- 4. *Revaluation Update

XVIII. MISCELLANEOUS BUSINESS INCLUDING BUSINESS REMAINING UNFINISHED AT PREVIOUS MEETING

XIX. ADJOURNMENT [at 10:30 p.m. or earlier]

**Indicates verbal report*

**KELLI L. BARNABY, MMC/CNHMC
CITY CLERK**

CITY OF PORTSMOUTH, NEW HAMPSHIRE



MAYOR'S AWARD

Presented to

Laurie Mantegari

For her attention to the "Everyday Details" that make Portsmouth a better place to live.

Laurie's tireless, behind-the-scenes efforts make so many community events so much fun and so memorable, year after year. From helping orchestrate Portsmouth NH 400th events like the Community Picnic to the Scarecrows of the Port that she and her team bring forth every October, Laurie is one of the unsung heroes who keep Portsmouth vibrant, season after season. As the name she has chosen for her company says so well, these are the "everyday details" that make a difference, are so important to what makes us a community, and make me proud to be Mayor.

Deborah McEachern, Mayor

**The Council Chambers
City Hall
Portsmouth, New Hampshire**

A Proclamation

- Whereas:** The City of Portsmouth has a rich history in promoting and celebrating youth sports and activities; and
- Whereas:** The City of Portsmouth has demonstrated the power of youth sports activities with the completion of the Skate Park and fields at Community Campus; and
- Whereas:** The people of Portsmouth, through parent teacher organizations come together to build and maintain facilities such as the elementary school playgrounds; and
- Whereas:** There remains a lack of physical activities, such as trampoline parks, rock climbing, ice skating rinks, swimming holes and safe bike routes to school; and
- Whereas:** The physical and mental health of me and my friends is often overlooked during the budget process, it remains critical to the future of Portsmouth.

Now, therefore, I, Maxwell Cyr, Mayor of the City of Portsmouth, on behalf of the members of the City Council and the citizens of Portsmouth, do hereby proclaim

Move It or Lose It Day in Portsmouth

and urge all members of the community to use and value the outdoor activities we have and work to bring more opportunities forward together.



Given with my hand and the
Seal of the City of Portsmouth,
on this 25th day of September 2024.

Maxwell Cyr
Maxwell Cyr, Mayor of Portsmouth

**The Council Chambers
City Hall
Portsmouth, New Hampshire**

A Proclamation

- Whereas:** The City of Portsmouth would not be able to call ourselves “The City of the Open Door” if we could not show examples of extraordinary people who stepped through that door and held it open for the next with all the skill true hospitality affords; and
- Whereas:** Massimo Morgia is one of those – arriving in Portsmouth and starting his business, Ristorante Massimo, 30 years ago today – who has touched generations and continues to help families make memories from the special moments of their lives. Born in Pontecorvo, Italy, Massimo brought his mastery of the art of authentic Italian cuisine and the genius of outstanding hospitality for us to enjoy, together; and
- Whereas:** Being part of this community is always the treasure people like Massimo say they value most – the friendships and the generosity of the people of Portsmouth who support a variety of charities and causes that are important to Massimo – and so many more – all living testaments to this community’s spirit; and
- Whereas:** Massimo has just completed another Little Italy Committee component of a Portsmouth NH 400 Legacy Project. Like the Masquerade, the Carnival and the pocket garden to come, the documentary *The Lost North End* – recognized as one of the “Top 10” at this year’s NH Film Festival – captures the stories of the families displaced from the Vaughan Street neighborhood by Urban Renewal and ensures they are remembered and honored; and
- Whereas:** The City’s new Friendship City relationship with Santarcangelo di Romagna preserves those connections, as well, and was celebrated on the occasion of the delegation’s first visit last year with a reception Massimo organized, and catered; and
- Whereas:** Massimo has observed that over the years, he has had the privilege of hosting dignitaries, athletes, authors, and many others from around the world; yet, what brings him the most joy is witnessing the generations of families who dine with him, the regulars who bring children and grandchildren. Thanks to Massimo the resiliency of Portsmouth’s Italian community endures.

Now, therefore, I, Deaglan McEachern, Mayor of the City of Portsmouth, on behalf of the members of the City Council and the citizens of Portsmouth, do hereby proclaim October 21, 2024 as

Massimo Morgia Day in Portsmouth

and call upon the entire Portsmouth community to celebrate the 30th Anniversary of Ristorante Massimo with appropriate festivities and congratulations.



Given with my hand and the
Seal of the City of Portsmouth,
on this 21st day of October 2024

Deaglan McEachern, Mayor of Portsmouth

ORDINANCE #

THE CITY OF PORTSMOUTH ORDAINS

That Chapter 1, Article V, Purchasing Procedures, Sections 1.500-1504 of the Ordinances of the City of Portsmouth be deleted in its entirety and replaced with the following new Article V, retitled Procurement Procedures, inclusive of new Sections 1.500-1.504 as shown in the attached **Exhibit A**.

The City Clerk shall properly alphabetize and/or re-number the ordinances as necessary in accordance with this amendment.

All ordinances or parts of ordinances inconsistent herewith are hereby deleted.

This ordinance shall take effect upon its passage.

APPROVED:

Deaglan McEachern, Mayor

ADOPTED BY COUNCIL:

Kelli L. Barnaby, City Clerk

Explanatory Note: The proposed revised Chapter 1, Article V set forth in Exhibit A consists of an extensive ordinance update necessitated in part by the City’s planned adoption of new procurement processes. The City is deploying a new application which will allow for receipt of bids electronically, facilitate distribution of bids and proposals to interested vendors, and streamline internal processes among other anticipated benefits. This update of the procurement section has been under discussion and review of the Governance Committee for several meetings ultimately resulting in a recommendation to bring this forward to the City Council. For additional information on the changes from the existing ordinance sections see the “Compared Existing to Proposed Changes to Chapter 1, Article V ” documentation included in the City Council packet for October 21, 2024 accompanying First Reading.

EXHIBIT A

ARTICLE V: PROCUREMENT PROCEDURES

Section I.500: PROCUREMENT POLICY

All procurement shall be managed pursuant to the Procurement System and Policies adopted by the City Manager. The Procurement System and Policies shall be communicated and circulated in such forms as to provide transparency to vendors and the public. The City Manager shall develop and implement a Procurement System and Policies consistent with the Charter and these Ordinances to meet the following objectives:

- A. To procure materials, supplies, equipment and services other than professional, at the lowest cost consistent with the suitability of use, standards of quality and service required;
- B. To establish clearly the roles and responsibilities for procurement functions within the municipal organization, including the designation of a position responsible for the day-to-day implementation of the procurement process in accord with the Charter;
- C. To exercise positive financial control over purchases;
- D. To provide an efficient means for procurement of materials, supplies, or equipment which avoids duplication and overstocking;
- E. To obtain professional services that meet the high standards for engineering, architectural, legal, and other professional services needed by the City;
- F. To support and take advantage of state, regional, cooperative and other procurement processes that leverage greater buying power and competitive pricing;
- G. To employ Competitive Bidding where practical and to adopt other Procurement Strategies that are fair, transparent and deliver good value for the City;
- H. To establish criteria and procedures for Emergency and Sole Source Purchases;
- I. To continue to identify evolving options for procurement particularly in areas of technology and other areas for which Competitive Bidding is generally impractical; and
- J. To comply with State and federal procurement requirements.

Section I.501: Definitions

For purposes of this Article V, the following definitions shall apply.

“Competitive Bidding” shall mean that process by which materials, supplies, equipment and other services are acquired through a formal process of bidding and award is made to the lowest qualified bidder.

“Emergency Purchases” shall mean the acquisition of goods or services that are required within a time frame that does not allow for Competitive Bidding or Competitive Procurement Strategies. These acquisitions typically occur in situations in which (1) a municipal operation would be seriously hampered or unavailable without such immediate purchase or (2) the health, welfare and/or safety of employees or the public are at risk. Emergency Purchases shall be further defined and will be managed by the Procurement System and Policies adopted by the City Manager.

“Procurement Strategies” are used when Competitive Bidding is not required and shall mean those processes, such as requests for proposals, solicitation of quotes, and the development of qualified contractor and vendor rosters, that include a competitive aspect to the acquisition of goods and services but by which price may not be the determining factor.

EXHIBIT A

“Procurement System and Policies” shall mean a comprehensive framework for the acquisition of goods and services that includes Competitive Bidding, Procurement Strategies, the adoption of policies, the issuance of purchase orders, and the execution of contracts and other legal documents relative to procurement.

“Sole Source Purchases” shall mean goods or services that are (1) available only from a single source, supplier or vendor such as replacement of proprietary parts or (2) are operationally required for consistency of equipment and technology (often for training, maintenance and security purposes). Sole Source Purchases shall be further defined and will be managed by the Procurement System and Policies adopted by the City Manager.

Section I.502: COMPETITIVE BIDDING PROCESS

Procurement by the City shall be Competitive Bidding where practical and not disadvantageous to the City. Competitive Bidding is deemed generally impractical for the following types of purchases:

- A. Goods or services valued at less than \$50,000 (limit adjusted annually by the Finance Department effective July 1 in accordance with the most recent available regionally adjusted Consumer Price Index (CPI) as published by the US Department of Labor, Bureau of Labor Statistics);
- B. Professional or other services involving special skills, training, experience, judgment, discernment or discretion;
- C. Goods or services that are required within a time frame that does not allow for Competitive Bidding such as in an emergency to protect public health or property;
- D. Goods or services available from a single source, supplier or vendor such as replacement of proprietary parts, or for consistency of equipment for purposes of training, safety and maintenance; and
- E. Technology acquisitions.

The Competitive Bidding process shall:

- A. Provide adequate notice to bidders pursuant to competitive process;
- B. Ensure that no bids shall be opened until the appointed time;
- C. Reserve the City’s right to cancel any award at any time before final notification of the successful bidder without any liability against the City;
- D. Reserve the City’s right to reject any or all bids, to waive technical deficiencies, and to accept any bid that may deem be in the best interest of the City;
- E. If a bid is to be awarded, award the bid to the lowest, qualified bidder properly responding to the invitation to bid unless the City Manager petitions the City Council to make a different award based on the best interest of the City;
- F. Provide results of bid openings to the public within five (5) business days of opening.

Section I.503: DISPOSTION OF REAL ESTATE

In the case of disposal of excess or surplus real estate owned by the City, the City shall, subject to City Council approval, competitively bid or auction such real estate subject to such reserve, terms,

EXHIBIT A

conditions, easements and other rights as may be placed on the transfer of the property and accept the highest responsive bid unless deemed unsatisfactory and not in the best interest of the City.

In cases where the City owns a manufactured home with taxes owed on such property in the amount of \$50,000 or less, the Tax Collector shall make a recommendation to the City Manager as to the disposition of the manufactured home by sale or otherwise with the intent to recoup as much of the taxes owed as possible as well as such additional monies as may be negotiated. Upon the recommendation of the Tax Collector, the City Manager shall be authorized to transfer such property without any further authority from the City Council or recommendation of the Planning Board.

Property taken by tax lien may be deeded to the person from whom it was taken or their heirs or devisees for a sum equal to the full amount of taxes, interest and penalties due thereon in accordance with State law.

The Tax Collector shall have no obligation to take by tax deed any property with environmental contamination or other liabilities that outweigh the value of taxes likely to be recovered as well as for any reason contrary to the public interest and allowed by law

Nothing in this section is intended to limit the City Council's ability to release or grant interests in land through quitclaim deed, easement or other conveyance or to swap or convey all or part of any parcel as part of a public improvement.

Section I.504: DISPOSITION OF SURPLUS PROPERTY

A. Any real property shall be disposed of consistent with State law.

B. Other property:

1. Property Valued at Less than \$1,000 Other Than Real Estate:

The City Manager shall have the authority to discard, donate or sell any municipal supplies, materials and equipment valued at less than \$1,000 and no longer required by the City.

2. Property Valued between \$1,000 to \$50,000:

The City Manager shall have the authority to dispose of property with a value less than \$50,000 through a competitive process, auction, or trade-in in a manner to optimize value to the City. This limit shall be adjusted annually by the Finance Department effective July 1st in accordance with the most recent available regionally adjusted Consumer Price Index (CPI) as published by the US Department of Labor, Bureau of Labor Statistics.

3. Property Valued at \$50,000 or more:

No municipal supplies, materials and equipment valued at \$50,000 shall be offered for sale or donation unless and until the City Council so orders. Any such sale authorized by the City Council may be conducted by Competitive Bidding, public auction, or any other means authorized by the City Council.

ARTICLE V: PURCHASINGPROCUREMENT PROCEDURES

Section I.500: PURCHASINGPROCUREMENT POLICY

All procurement shall be managed pursuant to the Procurement System and Policies adopted by the City Manager. The Procurement System and Policies shall be communicated and circulated in such forms as to provide transparency to vendors and the public. The City Manager shall develop, and implement and maintain a purchasing system which shall be contained in a printed purchasing manual Procurement System and Policies consistent with the provisions of the City Code of Charter and these Ordinances and which shall to meet the following objectives:

- A. ~~A.~~ — To procure materials, supplies, equipment and services other than professional, at the lowest cost consistent with the suitability of use, standards of quality and service ~~rendered; required;~~
- B. ~~B.~~ — To establish clearly the responsibility roles and responsibilities for the purchasing procurement functions as being vested within the municipal organization, including the designation of a position responsible for the day-to-day implementation of the procurement process in accord with the Purchasing Agent only. Charter;
- C. ~~C.~~ — To exercise positive financial control over purchases.;
- D. ~~D.~~ — To provide an efficient means for procurement of materials, supplies, or equipment which avoids duplication and overstocking.;
- E. E. — To obtain professional services that meet the high standards for engineering, architectural, legal, and other professional services needed by the City;
- F. To support and take advantage of state, regional, cooperative and other procurement processes that leverage greater buying power and competitive pricing;
- G. To employ Competitive Bidding where practical and to adopt other Procurement Strategies that are fair, transparent and deliver good value for the City;
- H. To establish and maintain standards of quality criteria and procedures for Emergency and Sole Source Purchases;
- I. To continue to identify evolving options for procurement particularly in areas of technology and other areas for which Competitive Bidding is generally impractical; and
- J. To comply with State and federal procurement requirements.

Section I.501: Definitions

For purposes of this Article V, the following definitions shall apply.

“Competitive Bidding” shall mean that process by which materials, supplies, equipment and services other than professional, based on suitability for use other services are acquired through a formal process of bidding and award is made to the lowest qualified bidder.

“Emergency Purchases” shall mean the acquisition of goods or services that are required within a time frame that does not allow for Competitive Bidding or Competitive Procurement Strategies. These acquisitions typically occur in situations in which (1) a municipal operation would be seriously hampered or unavailable without such immediate purchase or (2) the health, welfare and/or safety of employees or the public are at risk. Emergency Purchases shall be further defined and will be managed by the Procurement System and Policies adopted by the City Manager.

~~“Procurement Strategies” are used when Competitive Bidding is not required and shall mean those processes, such as requests for proposals, solicitation of quotes, and the development of qualified contractor and vendor rosters, that include a competitive aspect to the acquisition of goods and services but by which price may not be the determining factor.~~

~~“Procurement System and Policies” shall mean a comprehensive framework for the acquisition of goods and services that includes Competitive Bidding, Procurement Strategies, the adoption of policies, the issuance of purchase orders, and the execution of contracts and other legal documents relative to procurement.~~

~~“Sole Source Purchases” shall mean goods or services that are (1) available only from a single source, supplier or vendor such as replacement of proprietary parts or (2) are operationally required for consistency of equipment and technology (often for training, maintenance and security purposes). Sole Source Purchases shall be further defined and will be managed by the Procurement System and Policies adopted by the City Manager.~~

Section L.501502: COMPETITIVE BIDS/BIDDING PROCESS

~~Purchasing/Procurement by the City of Portsmouth shall be made on the basis of competitive bids/Competitive Bidding where practical, and not disadvantageous to the City. Competitive bidding/Bidding is deemed generally impractical for the following ~~sorts/types~~ of purchases:~~

- A. Goods or services valued at less than \$1050,000; ~~this limit shall be adjusted annually effect July 1 by the Finance Director/Department effective July 1 in accordance with the most recent available regionally adjusted Consumer Price Index (CPI) as published by the US Department of Labor, Bureau of Labor Statistics. The adjusted amount shall be kept on file in the office of the City Clerk. (Amended 5/4/98);~~
- B. Professional or other services involving special skills, training, experience, ~~taste/judgment, discernment~~ or discretion;
- C. Goods or services ~~that are~~ required ~~within a time frame that does not allow for Competitive Bidding such as in an emergency to protect public health or property;~~
- D. Goods or services available from a single source; ~~supplier or vendor such as replacement of proprietary parts, or for consistency of equipment for purposes of training, safety and maintenance; and~~

Section L.502: BIDDING PROCESS

~~A. For purchases by competitive bidding, a notice inviting bids shall be published in a newspaper having general circulation in the City at least seven days preceding the last day set for the receipt of bids. Other forms of notice likely to come to the attention of prospective bidders may also be given.~~

~~B. The notice shall generally describe the goods to be purchased and shall state how to obtain bid forms, specifications and other available information, the period for submitting bids, and the time and place for the opening of the bids.~~

~~C. All bids shall be submitted to the City Purchasing Officer in writing, sealed and plainly marked as bids on the envelope.~~

~~D. No E. Technology acquisitions.~~

The Competitive Bidding process shall:

~~A. Provide adequate notice to bidders pursuant to competitive process;~~

~~A. B. Ensure that no bids shall be opened until the appointed time.;~~

~~E. At the time and place stated in the public notice all bids shall be opened by the City Purchasing Officer or his agent. All bid openings shall be open to the public and all bids shall be available for examination by any resident of Portsmouth.~~

~~C. Reserve the City's right to cancel any award at any time before final notification of the successful bidder without any liability against the City;~~

~~D. Reserve the City's right to reject any or all bids, to waive technical deficiencies, and to accept any bid that may deem be in the best interest of the City;~~

~~E. If a bid is to be awarded, award the bid to the lowest, qualified bidder properly responding to the invitation to bid unless the City Manager petitions the City Council to make a different award based on the best interest of the City;~~

~~F. Provide results of bid openings to the public within five (5) business days of opening.~~

Section I.503: AWARDS DISPOSITION OF REAL ESTATE

~~A. Except in cases involving the purchase case of disposal of excess or surplus real estate owned by the City of Portsmouth, the City Purchasing Officer shall award contracts by competitive bids to the lowest bidder who properly responds to the invitation to bid, unless the City Purchasing Officer shall deem said low bid unsatisfactory in the best interest of the City.~~

~~In the case of a response to an invitation to bid on real estate owned by the City of Portsmouth, the City Purchasing Officer shall, the City shall, subject to City Council approval, competitively bid or auction such real estate subject to such reserve, terms, conditions, easements and other rights as may be placed on the transfer of the property and accept the highest responsive bidsbid unless he shall deem said bid deemed unsatisfactory and not in the best interest of the City.~~

~~B. In such cases, the bids shall be referred to the City Council, which may then either determine the lowest and best bidder and award the contract to such bidder or reject all bids.~~

~~C. In determining the lowest and best bidder, the Council may consider:~~

interest of the City.

In cases where the City owns a manufactured home(s) with taxes owed on such property in the amount of \$~~1050,000-00~~ or less, the Tax Collector shall ~~be authorized to negotiate the~~ make a recommendation to the City Manager as to the disposition of the manufactured home by sale of such mobile homes; or otherwise with the intent to recoup as much of the taxes owed as possible as well as such additional monies ~~that areas may be~~ negotiated.

~~If Upon the recommendation of the Tax Collector can successfully negotiate a sale price for the mobile home, he/she shall then recommend that the City of Portsmouth sell such property, and, the City Manager shall be authorized to transfer such property without any further authority off from the City Council or recommendation of the Planning Board. Subject to the review of the internal Auditor before the sale can take place. (Subsection D Adopted in its entirety 1/9/95)~~

Section 1.504: PUBLIC AUCTION

A. ~~— A public auction shall only be conducted by an auctioneer licensed by the State of — New Hampshire:~~

B. ~~— The Purchasing Agent shall prepare a notice identifying the particulars of the proposed public auction requesting proposals. Such notice shall be published in a newspaper having general circulation within the State of New Hampshire at least seven days preceding the last day set for receipt of proposals. Other forms of notice likely to come to the attention of prospective auctioneers may also be given:~~

C. ~~— All proposals shall be submitted to the City Purchasing Officer in writing by the published deadline:~~

D. ~~— The City Purchasing Officer shall forward all proposals to the City Council for final selection by the Council:~~

~~(Section 1.504 adopted 12/07/87)~~

Section 1.505: PURCHASING RECORDS

A. ~~— Property Valued at Less than \$500 Other Than Real Estate:~~

~~Upon request of the proper department head and with the approval of the City Manager, the City Purchasing Officer shall conduct the sale of any municipal supplies, materials and equipment valued at less than \$500 and no longer required by the City:~~

B. ~~— Property Valued at \$500 Or More and Real Estate:~~

1. ~~— No municipal supplies, materials and equipment valued at \$500 or more and no real estate whatsoever shall be offered for sale unless and until the City Council so orders:~~

2. ~~— Any such sale authorized by the City Council may be conducted by competitive bidding, public auction, or any other means authorized by the City Council as follows: (amended in its entirety 12/07/87)~~

a. ~~— If the sale is authorized by competitive bidding, the sale shall be conducted in accordance with the procedures for purchasing by competitive bidding and shall be made to the highest bidder;~~

b. ~~— If the sale is authorized by public auction, it shall be conducted in accordance with the procedures for public auction;~~

c. If the sale is authorized by any means other than competitive bidding or public auction, it must be by 2/3 vote of the City Council and in accordance with procedures established by the Council.

Property taken by tax lien may be deeded to the person from whom it was taken or his heirs or devisees for a sum equal to the full amount of taxes, interest and penalties due thereon in accordance with Chapter 80 of the RSA's of the State of New Hampshire. (Adopted 12/07/07) State law.

The Tax Collector shall have no obligation to take by tax deed any property with environmental contamination or other liabilities that outweigh the value of taxes likely to be recovered as well as for any reason contrary to the public interest and allowed by law

Nothing in this section is intended to limit the City Council's ability to release or grant interests in land through quitclaim deed, easement or other conveyance or to swap or convey all or part of any parcel as part of a public improvement.

Section 1.504: DISPOSITION OF SURPLUS PROPERTY

A. Any real property shall be disposed of consistent with State law.

B. Other property:

1. Property Valued at Less than \$1,000 Other Than Real Estate:

The City Manager shall have the authority to discard, donate or sell any municipal supplies, materials and equipment valued at less than \$1,000 and no longer required by the City.

2. Property Valued between \$1,000 to \$50,000:

The City Manager shall have the authority to dispose of property with a value less than \$50,000 through a competitive process, auction, or trade-in in a manner to optimize value to the City. This limit shall be adjusted annually by the Finance Department effective July 1st in accordance with the most recent available regionally adjusted Consumer Price Index (CPI) as published by the US Department of Labor, Bureau of Labor Statistics.

3. Property Valued at \$50,000 or more:

3 No municipal supplies, materials and equipment valued at \$50,000 shall be offered for sale or donation unless and until the City Council so orders. Any such sale authorized by the City Council may be conducted by Competitive Bidding, public auction, or any other means authorized by the City Council.

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LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Portsmouth City Council on Monday, October 21, 2024 at 7:00 p.m., at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, Portsmouth, NH, on the proposed Ordinance amendment to Chapter 7, Vehicles, Traffic and Parking, Article X, Towing, Section 7.1004, Towing or Immobilization of Motor Vehicles for Non-Payment of Parking Fines by amending the ordinance to reflect current procedures, delete and revise outdated language, change notice provision and increase fine for violation for removing immobilization device. The complete Ordinance is available for review in the Office of the City Clerk and Portsmouth Public Library, during regular business hours.

KELLI L. BARNABY, MMC/CNHMC
CITY CLERK

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Portsmouth City Council on Monday, October 21, 2024 at 7:00 p.m., at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, Portsmouth, NH, on the proposed Ordinance amendment to Chapter 7, Vehicles, Traffic and Parking, Article X, Towing, Section 7.1004, Towing or Immobilization of Motor Vehicles for Non-Payment of Parking Fines by amending the ordinance to reflect current procedures, delete and revise outdated language, change notice provision and increase fine for violation for removing immobilization device. The complete Ordinance is available for review in the Office of the City Clerk and Portsmouth Public Library, during regular business hours.

**KELLI L. BARNABY,
MMC/CNHMC
CITY CLERK**

ORDINANCE #

THE CITY OF PORTSMOUTH ORDAINS

That Chapter 7, VEHICLES, TRAFFIC and PARKING, Article X TOWING, Section 7.1004, TOWING OR IMMOBILIZATION OF MOTOR VEHICLES FOR NON-PAYMENT OF PARKING FINES, of the Ordinances of the City of Portsmouth, be amended as follows (deletions from existing language **stricken**; additions to existing language **bolded**; remaining language unchanged from existing):

Section 7.1004: ~~TOWING OR~~ IMMOBILIZATION OR TOWING OF MOTOR-VEHICLES FOR NON-PAYMENT OF PARKING ~~FINES~~ PENALTIES

A. PURPOSE

Notwithstanding any other provisions of these Ordinances, motor vehicles may be ~~towed and stored, or otherwise~~ immobilized by an ~~mechanical~~ Immobilization Device for non-payment of ~~Parking Violations fines,~~ in accordance with the following terms and conditions.

B. DEFINITIONS

1. **PARKING CLERKS:** The City Manager is **hereby** authorized to designate one or more Parking Clerks. ~~The Parking Clerk may be any individual employed by the City of Portsmouth whose position of employment is conducive to the performance of~~ to perform the duties contained in this section and other duties associated with the operation of the Parking Clerk's Office, including but not limited to maintaining parking records, reviewing and rendering decisions on parking appeals, and collecting payment of Parking Penalties.
2. **OWNERSHIP OR CONTROL:** The fact that a ~~motor~~ vehicle which is ~~illegally parked~~ subject to a Parking Violation is registered in the name of a person, business, or corporation ("Owner"), shall be considered prima facie proof that ~~the Owner such person, business, or corporation~~ was in control of the ~~motor~~ vehicle at the time of such Parking Violation or that ~~the Owner such person, business, or corporation~~ had authorized the use of ~~such the registered motor~~ vehicle.
3. **IMMOBILIZATION AND TOW RECORD:** The Parking Clerk's Office shall maintain records of all vehicles that individually or in combination with other vehicles owned by the same Owner, have accumulated unpaid Parking Penalties in excess of two hundred and fifty dollars (\$250). The Parking Clerk's Office will send a letter by first class mail to the registered Owner of vehicle(s) listed on the Immobilization and Tow Record if owner vehicle records are available. A vehicle included in the Immobilization and Tow Record is subject to being immobilized by an Immobilization Device or towed and held in storage pending final resolution of unpaid Parking Penalties.
4. **IMMOBILIZATION DEVICE:** A vehicle boot, wheel clamp, windshield blocking device, or any other apparatus which may be used for the purpose of immobilizing a vehicle listed in the Immobilization and Tow Record.

5. **ILLEGALLY PARKED:** The term "illegally parked" as used in this particular section and all other sections concerning PARKING in the Ordinances of the City of Portsmouth shall mean any vehicle that that is subject to a Parking Violation, including but not limited those violations listed in Article IX, Section 7.901 of the Chapter: ~~Any motor vehicle which is parked beyond the time limit for which money has been deposited in the metered space occupied by that particular motor vehicle, any vehicle parked beyond the time limit permitted in a restricted time free parking area, any vehicle parked beyond the time permitted at a restricted time metered parking space, any vehicle parked in a designated no-parking zone, and any vehicle although legally parked, which on that particular date and time, has accumulated five or more unpaid Parking Violations or which has accumulated unpaid parking violations in an amount in excess of two hundred fifty dollars on any or all vehicles at any time registered to the owner of said vehicle as shown on the records and is~~ and any vehicle included in the Immobilization and Tow Record maintained by the Parking Clerk.
6. **PARKING PENALTIES:** This Chapter sets forth parking and traffic rules and regulations. Violating these parking and traffic rules and regulations subjects the Owner of a vehicle to different forfeitures, penalties, fees and fines. For purposes of this Chapter, all such forfeitures, penalties, fees and fines are referred to collectively as Parking Penalties.
7. **PARKING VIOLATION:** A Parking Violation is any violation of the parking and traffic rules and regulations of the City of Portsmouth.

C. **NOTICE**

Any vehicle included in the Immobilization and Tow Record shall receive Notice of immobilization or towing for nonpayment of Parking Penalties. Notice shall be either posted on the vehicle or sent by first class mail at the address listed in state motor vehicle records. The Notice shall include the following:

~~At any time subsequent to the accumulation of unpaid parking fines in excess of two hundred fifty dollars (\$250.00) on any or all vehicles at the time registered to the owner of any vehicle on the records maintained by the Parking Clerk, the Parking Clerk may send Notice by certified mail to the registered owner of said vehicle or vehicles at the address on the registration.~~

1. A statement that describes that the Owner has accumulated unpaid Parking Penalties for Parking Violations on the vehicle or other vehicles registered in the Owner's name and failure to resolve all unpaid Parking Penalties within seven (7) calendar days from the date of the Notice will result in immobilization or towing and storage of the vehicle pending such resolution;
2. A reference to the website where the Owner may review records used to comprise the Immobilization and Tow Record;

3. A reference to the website where the Owner may make payment of unpaid Parking Penalties prior to immobilization or towing of the vehicle;
4. Contact information for the Parking Clerk's Office; and
5. A statement that the Owner may contact the Parking Clerk's Office to arrange a review or hearing to review the information used to comprise the Immobilization and Tow Record before the expiration of the Notice period.
 - a. ~~The date, time, and location of the violations leading to the issuance of the notice;~~
 - b. ~~A statement to the clear effect that failure to resolve the violations prior to a certain specified date not less than within five (5) days subsequent to the date of the notice, will lead to towing or immobilization of the vehicle pending such resolution;~~
 - c. ~~A statement that the recipient of the notice may contact the Parking Clerk to arrange a hearing on the subject of the violations.~~

D. REVIEW OR HEARING REQUEST

~~At the request of any recipient of a notice pursuant to this section, the Parking Clerk shall arrange a hearing at the Clerk's office. Such hearing shall be scheduled during normal business hours of City Hall. The Parking Clerk shall conduct and preside over all hearings scheduled under this section. The hearings shall be informal and the rules of evidence shall not apply. At such hearings the owner of the motor vehicle which is the subject of the hearing may present any defense of law or fact which is relevant to the issue of whether or not the subject vehicle should be placed on the list of vehicles subject to towing or immobilization.~~

Prior to immobilization or towing and storage of a vehicle listed on the Immobilization and Tow Record, the Owner may request a review or hearing regarding the information used to comprise the Immobilization and Tow Record by contacting the Parking Clerk's office. Owner may request an online or in person meeting with a Parking Clerk during posted office hours. If, after any review or hearing, the Parking Clerk confirms the information on the Immobilization and Tow Record, and if payment for the outstanding Parking Penalties is not received prior to the Notice period expiring, the vehicle will be immobilized or towed. The decision of the Parking Clerk shall be final, subject only to judicial review.

~~**TOW OR IMMOBILIZATION LIST :** The Parking Clerk shall maintain a list of vehicles which are subject to being towed and held in storage or immobilized by a mechanical device pending final resolution of unpaid parking violations. Contained on this list shall be all motor vehicles for which the notice specified in Article 4 above was provided. Motor Vehicles shall not be placed on the said list in the event that the Parking Clerk, after hearing, orders otherwise, or in the event that the fine is paid in full for all of the violations~~

~~contained in the notice mailed.~~

E. TOWING/STORAGE OR IMMOBILIZATION OR TOWING/STORAGE

Upon the determination- that any vehicle which is listed on the Immobilization and Tow Record is ~~Tow and Immobilization List pursuant to Article 6 above~~ parked on any public way or in any municipal lot, and payment of unpaid Parking Violations has not been received by the Parking Clerk prior to the expiration of the Notice period, ~~parked on any public way or in any municipal parking lot, the car~~ the vehicle may be immobilized or ~~may be~~ towed and stored.

F. RELEASE OF ~~TOWED OR~~ IMMOBILIZED OR TOWED VEHICLES; REMOVAL FROM ~~LIST~~ IMMOBILIZATION AND TOW RECORD: ~~Motor~~

Vehicles may be removed from the ~~Tow or Immobilization List~~ Immobilization and Tow Record, released from storage after towing or may have Immobilization Devices removed in the following manner:

1. By order of the Parking Clerk after ~~review or~~ hearing;
2. By payment in full of all Parking Penalties attributed to or arising out of the Parking Violations referenced in the Immobilization and Tow Record; ~~contained in the Notice issued pursuant to Article 4 Section C above;~~
3. By posting a cash bond with the Parking Clerk's Office in any amount sufficient to make payment in full of all Parking ~~Penalties~~ fines arising out of the Parking Violations contained in the Immobilization and Tow Record ~~issued pursuant to Article 4 Section C above~~ to allow a judicial determination of the violations pursuant to State law;
4. By a judicial determination resolving the ~~said~~ Parking Violations in accordance with State law and the payment of any Parking Penalties arising out of such determination; or
5. Payment of all fees and charges incurred by the City for the immobilization, towing and storage of the vehicle.

G. UNAUTHORIZED REMOVAL OF IMMOBILIZATION DEVICE

Any person removing an immobilization device without authority shall be guilty of a violation punishable by a fine of not more than ~~\$500~~ \$1,000.

The City Clerk shall properly alphabetize and/or re-number the ordinances as necessary in accordance with this amendment.

All ordinances or parts of ordinances inconsistent herewith are hereby deleted.

This ordinance shall take effect upon its passage.

APPROVED:

Deaglan McEachern, Mayor

ADOPTED BY COUNCIL:

Kelli L. Barnaby, City Clerk

DRAFT

LEGAL NOTICE

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KELLI L. BARNABY, MMC/CNHMC
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KELLI L. BARNABY,
MMC/CNHMC
CITY CLERK

SECTION 10.680 – GATEWAY NEIGHBORHOOD OVERLAY DISTRICT

10.681 Purpose

The Gateway Neighborhood Overlay District is hereby created for the purpose of creating additional housing opportunities in certain neighborhoods, and is referred to herein as the GNOD. This overlay shall allow for higher density housing in order to create neighborhoods where residents can live and work. A proposed **development** electing to use the provisions of the GNOD is referred to below as a GNOD **development**.

10.682 Applicability

10.613.70

The provisions of the GNOD shall apply to all land identified on the Zoning Map as the **Gateway Neighborhood Overlay District (GNOD)**.

10.682.20

The requirements and provisions of the GNOD shall apply to any **development** containing residential uses, and/or any **development** electing any of the incentives of within the GNOD. If the GNOD overlay options are not a part of a proposed **development**, then the underlying provisions of the zoning district shall apply.

10.683 Standards

10.683.10

All residential or mixed-use GNOD **developments** that include a residential use shall comply with the provisions of Article 5B of this Ordinance, with the following exceptions:

- (1) No more than 24 **dwelling units per building** shall be allowed without providing Incentive Bonus Option(s) as provided herein.
- (2) Maximum **building height** for any **apartment building** or **mixed use building** containing residential uses shall not exceed 4 stories or 50 feet without providing Incentive Bonus Option(s) as provided herein.
- (3) Maximum **building length** shall not exceed 400 linear feet without an approved conditional use permit.
- (4) Front, side, and rear **building setback** from **lot lines** shall be a minimum of 10 feet.
- (5) Maximum **building coverage** shall not exceed 75%.
- (6) Minimum **open space coverage** shall be 10%.
- (7) Except for the above setback requirements, the requirements of Sections 10.5B22.20, .30 and .40, 10.5B33, and 10.5B71 shall not apply to land within the GNOD.

- (8) A **development** within the GNOD may include multiple lots owned or controlled by the same person or entity and assembled for a GNOD **development**. A GNOD **development** may contain more than one principal **building** or **building** type on the same lot.

10.683.20 Relationship to Other Provisions of this Zoning Ordinance

The provisions of the GNOD shall take precedence over all other provisions of the Zoning Ordinance that directly conflict with the provisions of the GNOD; otherwise, all other provisions shall apply..

10.684 Allowed Uses

In addition to the uses permitted in the underlying district, the following uses shall be permitted within the GNOD:

1. Multifamily Dwelling
2. Assisted Living Facility
3. **Retail Sales** conducted within a **building**
4. **Restaurant**, place of public assembly or function room
5. **Personal Services**
6. Consumer services such as copy shop, bicycle repair, and pet grooming.
7. Health club, yoga studio, martial arts school or similar **use**.

10.685 Parking

In the GNOD, the shared parking provisions of Section 10.1112.62 shall apply, and shared parking shall be permitted on separate lots, whether in common ownership or separate ownership without the requirement of a conditional use permit. The provisions of Section 10.1113 (Location of Vehicular Use Facilities) shall not apply to a GNOD **development**.

10.686 Optional Density Bonus Incentives

Buildings in the GNOD containing residential dwelling units are permitted to be up to four stories and to contain up to 24 units per building as a matter of right. In order to encourage multifamily housing within the GNOD, additional opportunities are provided through the optional incentives below that permit increased **building** heights and increased numbers of dwelling units per building.

The following incentives apply to residential **developments** and mixed use **developments** that include residential uses in the GNOD, with allowable bonuses as indicated in Table 1.

10.686.10 Table 1: Optional Density Bonus Incentives Maximums (If Requirements Are Met)			
Incentive Option	Building Height Stories/Feet	Dwelling Units/Building	Approval Requirements
For All GNOD Developments over 4 Stories, 50 Feet and 24 Units Per Building:			
10.686.10 Public Realm Improvements	5/68	80	Director of Planning and Sustainability
And For Additional Height and Density, One of the Following :			
10.686.20 Workforce Housing	6/80	120	Conditional Use Permit by the Planning Board
10.686.20 Payment in Lieu	6/80	120	Conditional Use Permit by the Planning Board
10.686.30 Land Transfer	6/80	120	City Council Approval

10.686.10 Public Realm Improvements Incentive Option

In order to qualify for a **public realm** improvements incentive bonus in the GNOD, as described here and in Section 10.5B73.20, the proposed **public realm** improvements shall be reviewed by the Planning Board as a part of site plan approval. The Planning Board shall then make written comments regarding the proposed public realm improvements to the Director of Planning and Sustainability. To the extent that the Planning Board's comments are not followed or incorporated into the Director of Planning and Sustainability's decision, the Director shall set forth findings relative to the Planning Board's comments.

All public realm improvements shall be subject to administrative approval by the Director of Planning and Sustainability. The Director of Planning and Sustainability shall review all proposed public realm improvements for compliance with Section 10.5B73.20, ensure that proposed public realm improvements are constructed to City standards, and are in the public interest. Public realm improvements under this section shall be permitted on a different lot than the **development**, and the remaining requirements of Section 10.5B73.20 (4) shall not apply to **public realm** improvements within the **GNOD**.

10.686.20 Workforce Housing or Payment in Lieu Incentive Option

The Planning Board may grant a conditional use permit for this optional bonus in accordance with Sections 10.240, et. seq. To qualify for this bonus, a development shall include either or a combination of the following:

- (1) Workforce Housing may be provided in accordance with Section 10.5B73.10.
- (2) A payment to the City in lieu of providing workforce housing in an amount based on the particular makeup of the development and in accordance with the fees established annually by the Fee Committee and the City Council in the fee schedule.

10.686.30 Land Transfer Incentive Option

In order to facilitate future development of below-market rate housing, there may be appropriate circumstances where applicants may convey real property to the City in lieu of or in conjunction

with meeting the other requirements for workforce housing of the GNOD. However, recognizing the unique nature of land, not all property may be suitable or desirable for this purpose. Therefore, any real property offered to the City pursuant to this section shall be subject to acceptance by the City Council, and in accordance with the following requirements.

- (1) In lieu of constructing workforce housing units within a GNOD Development, an applicant may offer real property to the City. Any real property offered to the City shall be suitable for developing workforce housing of a size set forth in section 10.686.40 and shall not require a conditional use permit from the Planning Board. Instead, the conveyance shall be subject to approval and acceptance by the City Council. In exchange for transferring land to the City, the developer shall be permitted to construct buildings up to six stories and 80 feet in height, and to construct up to 120 units per building.
- (2) Any applicant must, at their own expense, provide a certificate of title and Phase one environmental report for any property offered to the City Council. All closing costs shall be borne by the applicant. The City Council may request any additional information regarding the offered real property or the proposed transfer, the preparation of which shall be by the applicant.
- (3) Any applicant must, at their own expense, demonstrate the suitability of the proposed land to be conveyed to the City for workforce housing purposes. This requirement shall be met by submitting a constraints site plan to the Director of Planning and Sustainability depicting: boundaries, existing and proposed; the setbacks; wetlands and wetlands buffers, if any; rights of way; utility easements; and, other identifiable **development** constraints. The Director of Planning and Sustainability shall provide comments on the proposed site's suitability based on the constraints site plan to the City Council prior to acceptance.
- (4) Prior to acceptance by the City Council, the Planning Board shall provide written comments to the City Council regarding the offered real property and its compliance with this Article. Any comments offered by the Planning Board shall be advisory in nature only, but the City Council shall, to the extent that the Planning Board's comments are not followed or incorporated into the City Council's decision, set forth findings relative to the Planning Board's comments.
- (5) The City Council shall not accept any real property offered if acceptance would subject the municipality to potential liability as an owner of property under the Comprehensive Environmental Response, Compensation and Liability Act of 1980, 42 U.S.C. section 9601 et seq., the Resource Conservation and Recovery Act, 42 U.S.C. section 6901 et seq., RSA 147-A and 147-B, and any other federal or state environmental statute which imposes strict liability on owners for environmental impairment of the real estate involved.
- (6) In addition to the circumstances described in paragraph 2, the City Council may refuse to accept any offered real property whenever in its judgment acceptance and ownership

of the real estate would subject the municipality to undesirable obligations or liability risks, including obligations under real estate covenants or obligations to tenants, or for any other reason would be contrary to the public interest.

- (7) In order to qualify for this optional incentive, the amount of the proposed land transfer will be dependent on the size of a proposed GNOD as follows:

The developer shall convey at least one contiguous acre of **Developable Upland** to the City for up to twenty acres of **Developable upland** in a proposed GNOD (the Parcel). For a GNOD larger than twenty acres, the size of the Parcel shall increase in the proportion of one acre of **Developable Upland** per each additional twenty acres of **Developable Upland** in the proposed GNOD.

The City Council, at its sole discretion and following a recommendation by the Planning Board, may accept multiple parcels of not less than one acre each, if the City Council determines it is in the best interest of the City.

- (8) Any property acquired by the City pursuant to this section shall be primarily utilized for below-market rate housing. The City Council shall designate the appropriate method for procurement, development, form of ownership, disposition and administration of individual parcels of land acquired pursuant to this section.
- (9) Any land conveyed under this section shall be conveyed to the City may be conveyed as a condition subsequent to final Planning Board approval(s) and execution of the site review agreement, but in any event shall be conveyed prior to the issuance of a building permit for any project.
- (10) If land is conveyed under this section, there shall be no further requirement to meet any specific percentage of workforce housing units in a GNOD as provided in Section 10.5B73.10, unless a building is proposed over 400 linear feet in length, in which case the Bonus Incentive Requirements of Section 10.5B73.10 shall apply.

10.686.40 Transfer of Development Rights Acquired through Land Transfer

- (1) Land may be conveyed in conjunction with, or separately from a proposed **development (GNOD conveyance)**. In the event that a GNOD conveyance exceeds the amount required in order to support a proposed **development**, or when land is conveyed separately from any proposed development, the developer or its assigns will receive future credit for a future project or projects in accordance with the standards set forth below.
- (2) Following any acceptance of real property by the City Council and successful transfer of fee ownership with warranted title, if there is any excess acreage above what is necessary for a proposed GNOD **development**, the Director of Planning and Sustainability shall notify the Planning Board and the transferor of land of the amount of Land Credit the

developer shall receive, which shall be memorialized in a Proposed Development Incentive Agreement (PDIA), as defined below.

- (3) Contemporaneous with any GNOD conveyance, the City and the developer shall enter into a PDIA, which shall specify the amount of land conveyed to the City, the amount if any used for a pending development, and the amount of excess land that may be credited toward a future project in accordance with the GNOD. Any excess land credit may only be used within the GNOD but may be sold or transferred without limitation for GNOD purposes. A sale or transfer of excess credits pursuant to this section is only valid upon written notice of the transfer to the Director of Planning and Sustainability.
- (4) The maximum term of any PDIA shall not exceed fifteen (15) years, following which the rights to any unused incentive shall automatically expire and become null and void.
- (5) Entering into a PDIA under this section shall not be deemed to supersede or waive any of the other provisions of the GNOD or Article 5B or other applicable provisions of this Ordinance, nor shall any approval be considered to represent the granting of land use approval or vesting for any future **development**.
- (6) Future use of the excess land credit to support a future project shall require administrative approval of the Director of Planning and Sustainability, who shall certify to the Planning Board both the amount of land credit used as a part of a **development** and the remaining land credit pursuant to the PDIA.
- (7) Excess land credits may be used in full or partial fulfillment of the requirements of a future **development** set forth in section 10.686.20.

Developable Upland

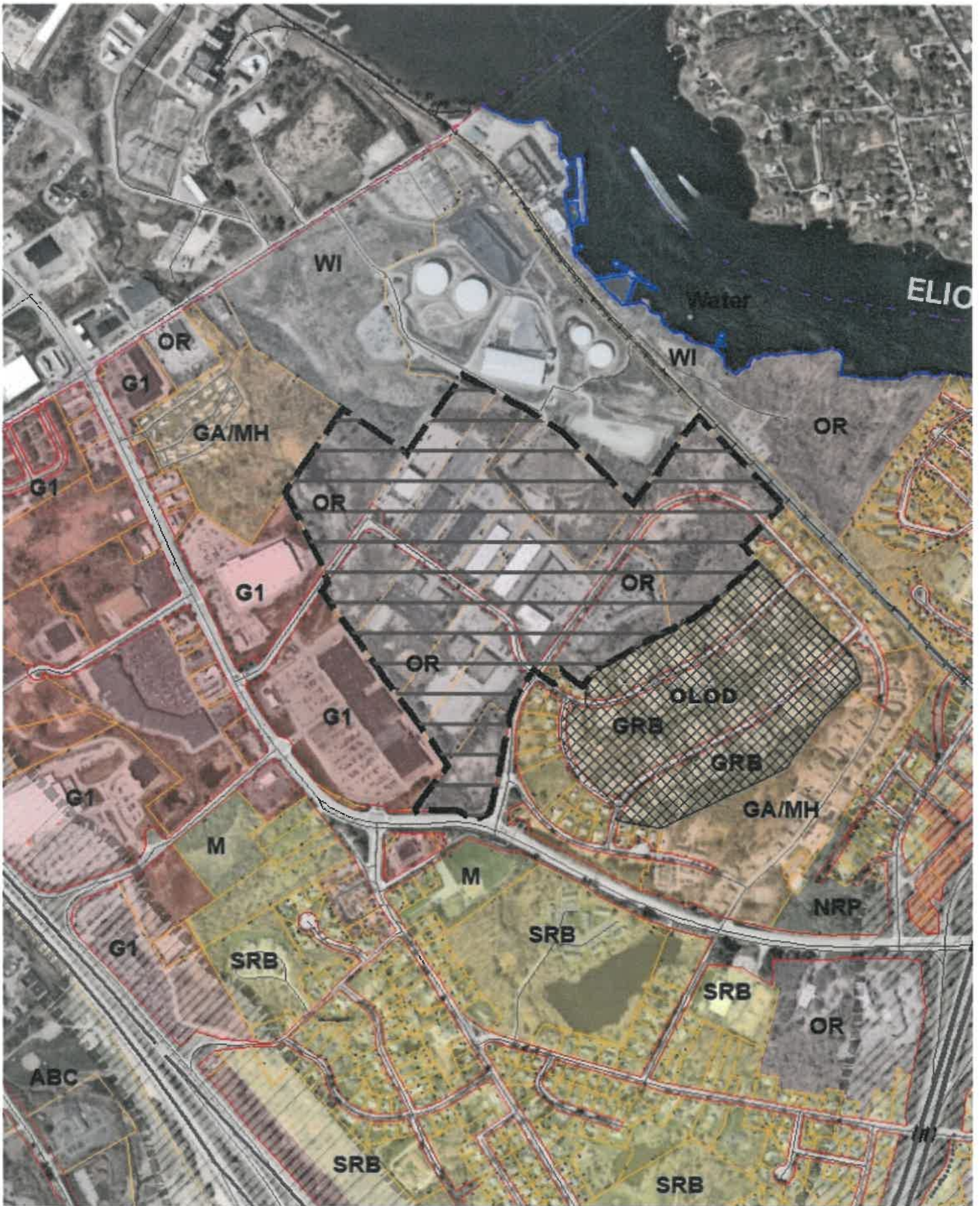
Net land area of property suitable for, or used for, **development**, excluding any: public rights of way or street rights of way platted as a part of the **development**; wetlands; and, wetland buffers.

10.5B41.80

New number 4:

In the GNOD, the minimum **community space coverage** shall be equal to 10% of the total site area of the **development site**.

Effective upon passage.



Legend
 GNOD

**DRAFT Gateway Neighborhood
 Overlay District (GNOD)**

0 250 500 1,000 Feet






CITY OF PORTSMOUTH

City Hall, One Junkins Avenue
Portsmouth, New Hampshire 03801
kconard@cityofportsmouth.com
(603) 610-7201

Karen S. Conard
City Manager

Date: October 17, 2024

To: Honorable Mayor McEachern and City Council Members

From: Karen S. Conard, City Manager

Re: City Manager's Comments on City Council Agenda of October 21, 2024

X. Public Hearing and Vote on Ordinances and/or Resolutions:

A. First Reading of Ordinance Amendment to Chapter 1, Article V, Purchasing Procedures, Section 1.500-1.504 to be Deleted in its Entirety and Replaced with a New Article V, Retitled Procurement Procedures, Inclusive of New Sections 1.500-1.504:

For first reading is a [proposed ordinance amendment](#) to delete in whole Chapter 1, Article V, Purchasing Procedures and to replace it with a new section. This extensive ordinance update is necessitated in large part by the City's planned adoption of new procurement processes. The City is deploying a new application which will allow for receipt of bids electronically, facilitate distribution of bids and proposals to interested vendors, and streamline internal processes among other anticipated benefits. This update of the procurement section has been under discussion and review of the Governance Committee for several meetings ultimately resulting in a recommendation to bring this forward to the City Council. For additional information on the changes from the existing ordinance sections see the "[Compared Existing to Proposed Changes to Chapter 1, Article V](#)" documentation included in the City Council packet accompanying first reading. Deputy City Manager/Regulatory Counsel Suzanne Woodland will be available at this evening's meeting to provide a summary of changes if useful and to answer questions.

I recommend that the City Council move to pass first reading, and schedule a public hearing and second reading at the November 18, 2024 City Council meeting.

B. Public Hearing and Second Reading of Ordinance Amendment to Chapter 7, Vehicles, Traffic and Parking, Article X, Towing, Section 7.1004, Towing or Immobilization of Motor Vehicles for Non-Payment of Parking Fines by Amending the Ordinance to Reflect Current Procedures, Delete and Revise Outdated Language, Change Notice Provision and Increase Fine for Violation for Removing Immobilization Device:

At its September 5, 2024 Parking and Traffic Safety Committee meeting, the Committee reviewed and recommended for Council approval an amendment to [Chapter 7, Article X,](#)

Section 7.1004, [Towing or Immobilization of Motor Vehicles for Non-Payment of Parking Fines](#), informally known as the Boot and Tow ordinance. Periodically, the Committee will review amendments to certain sections of Chapter 7 to update outdated sections that do not reflect recommended best practices and amend out-of-date language.

The [attached amendments to Section 7.1004](#) were brought forward for these reasons by staff to the Parking and Traffic Safety Committee. The proposed amendments add and edit defined terms and amend language to reflect current practices by switching the order of the ordinance title, as the City primarily immobilizes vehicles rather than tows them for nonpayment of parking penalties. The current ordinance as written requires notice by certified mail prior to immobilization or towing. The Parking Department relayed that frequently certified mail is not picked up by the owner of the vehicle, and as a result, notice is not received. One amendment changes the notice requirement from certified mail to a letter by first class mail or by a sticker posted and attached to the vehicle, which advises the owner that failure to resolve unpaid parking penalties in 7 calendar days will result in immobilization or towing and storage of the vehicle. Another amendment also updates the fine for a violation consistent with State statute for removal of an immobilization device from \$500 to not more than \$1,000.

I recommend that the City Council move to pass second reading and schedule a third and final reading at the November 18, 2024 City Council meeting.

C. **Public Hearing and Second Reading of Ordinance Amendment to Chapter 10, Article 6 – Overlay Districts, Section 10.680 – Gateway Neighborhood Overlay District, by Establishing a New Incentive Overlay District Allowing for Higher Density Housing:**

Please find [attached the Gateway Neighborhood Overlay District \(GNOD\) Ordinance for public hearing and second reading](#).

The City Council requested first reading of the Gateway Neighborhood Overlay District (GNOD) Ordinance at its August 19, 2024 meeting. Within this Ordinance, City staff propose the introduction of a novel overlay district to facilitate the development of higher density housing, overlaying certain properties currently zoned as Office Research in the vicinity of Commerce Way with a regulatory pathway for residential development. Through various bonus incentives, property owners can construct multifamily housing up to six stories and 120 dwelling units per building.

[The area to be rezoned is shown on the attached map](#). City staff drafted this new overlay district in close consultation with representatives of many of the properties within this area, who are supportive of this rezoning.

Since the August 19, 2024 request for first reading, City Planning and Legal staff met with Rick Chellman, Chair of the Planning Board, and amended the GNOD Ordinance. The amended ordinance was presented for first reading at the September 23, 2024 City Council meeting. The draft presented for first reading clarified and improved the GNOD Ordinance, bringing it into closer conformity with the remainder of the City's existing Zoning Ordinance. The GNOD Ordinance presented for second reading tonight is the same version of the ordinance that was presented to the Council for first reading.

The Mayor's Housing Blue Ribbon Committee met on September 19, 2024, reviewed the GNOD Ordinance, and voted to support the adoption of the new overlay district ordinance as presented. The Planning Board is holding a public hearing on the GNOD Ordinance at its October 17, 2024 meeting.

I recommend that the City Council move to pass second reading and schedule third and final reading at the November 18, 2024 City Council meeting.

XI. City Manager's Items Which Require Action:

1. Request for Public Hearing to Repurpose Transmission Main Funds:

Funding was authorized by City Council for Fiscal Year 2022 to construct a new water transmission main across Little Bay to supplement the two existing mains. The completion of Phase I of this project has substantially improved the resiliency of these mains. Additional funds and time will be needed for the permitting, design and installation of a new main across Little Bay. Due to competing needs, staff request the reallocation of the balance of previously authorized funds for this project to address other water infrastructure needs.

I recommend that the City Council move to establish a Public Hearing at the November 18, 2024 Council Meeting for consideration and vote on a resolution authorizing a bond issue and/or notes of up to four million three hundred thousand dollars (\$4,300,000) for water system improvements, and rescinding a like amount of funds authorized to be borrowed for the replacement of water transmission mains beneath Little Bay, which is not ready to be undertaken at this time.

2. Request for NH DOT US Route 1 Corridor Improvement Project Work Session:

I would like to request a Work Session on November 18, 2024 at 6:00 p.m. regarding the NH DOT US Route 1 Corridor Improvement Project. A representative from the NH DOT will be present.

I recommend that the City Council move to schedule a NH DOT US Route 1 Corridor Improvement Project Work Session on November 18, 2024 at 6:00 p.m.

3. **Approval of MOA for AFSCME 1386A:**

Attached is a Memorandum of Agreement between the City and AFSCME 1386A regarding the implementation of a stipend for employees holding a Class B commercial driver's license (CDL-B).

Approval of this memorandum will enable the City to offer additional compensation to employees who apply for or already possess this license, helping us retain those who have obtained it through their work with the City. Importantly, the cost for this additional compensation will be managed within the City's existing budget.

I recommend that the City Council move to approve the Memorandum of Agreement between the City and AFSCME 1386A as presented.

4. **Request for Public Hearing on ARPA Funding for Climate Action Plan Recommendations, Mobile Library Resources, Community Health Needs Assessment Recommendations and Maplewood Avenue Waterline Upgrades:**

ARPA funds must be obligated by December 31, 2024 and expended by December 31, 2026. There have been three ARPA expenditures authorized by the City Council that have a fund balance due to the authorized expenditure costing less than estimated or funds unable to be obligated by the December 31, 2024 deadline. These funds total \$345,288.63 (\$32,818.73 from the Public Health Assessment, \$19,745.90 from the Climate Action Plan, and \$292,724 from the Police Department's Public Safety Records Management/Computer Aided Dispatch System). These ARPA funds in the amount of \$345,288.63 are now available to be used for other ARPA qualifying expenditures that require Council authorization. In addition, there remains \$110,706 in ARPA funds not yet obligated that also need Council authorization.

Attached please find a draft of a Resolution and four memoranda requesting that the Council authorize expending ARPA funds on the following: \$19,745.90 for Climate Action Plan Recommendations; \$70,000 on Mobile Library Resources; \$100,000 on Community Health Needs Assessment Recommendations; and \$266,248.73 on Maplewood Avenue Waterline Upgrades. In order to authorize these expenditures, I request that a public hearing be scheduled on November 18, 2024.

I recommend that the City Council move to schedule a public hearing at the November 18, 2024 City Council meeting for the use of ARPA funds for Climate Action Plan Recommendations, Mobile Library Resources, Community Health Needs Assessment Recommendations and Maplewood Avenue Waterline Upgrades.

5. **Extension of Ceres Street Compactor License:**

The Portsmouth Riverhouse Restaurant Group, LLC, Poco Diablo, Inc., and the Old Ferry Landing, Inc., entered into a license with the City to [locate a compactor on Ceres Street](#) in 2009. The Ceres Street Compactor License Agreement had a 10-year term, ending on October 31, 2019 and had an automatic renewal provision for an additional five-year term. The City Council voted on September 9, 2019 to grant the five-year extension pursuant to the renewal provision. As a result, the current term for this Agreement expires on October 31, 2024.

The automatic renewal provision could not be exercised for this extension because several provisions of the original Agreement needed to be amended. First, one of the three licensees has changed. Poco Diablo, Inc. is no longer a licensee and 37 Bow Street, LLC is for the Water View Grill Restaurant. Second, the original Agreement provided that the City would construct the enclosure, and the licensees would enter into a promissory note with the City to repay the cost of construction. That note has been paid in full and the provision addressing the note has been deleted. Third, the Health Department made some edits to more fully describe required upkeep and maintenance of the compactor and its environs. Fourth, the City included an annual license fee for the compactor of \$1,500 and a \$100 administration fee in the event a notice of default needs to be issued. These fees will be recommended to the Fee Committee by the Health Department for this and other agreements for dumpsters on City property to cover administrative costs associated with inspections of dumpsters generally and issuance of default notices if required.

The Legal, Health and Public Works Departments have reviewed and [approved the form of the attached license extension](#).

If the Council agrees to grant the extension of the Ceres Street Compactor License as amended, an appropriate motion would be:

Move that the City Manager be authorized to execute and accept the extension of the Ceres Street Compactor License as presented.

6. **Temporary Construction License for Cedar & Salt, LLC at 439 Lincoln Avenue, Unit 2:**

Cedar & Salt, LLC (“Licensee”) is making improvements to property owned by Patricia Guarrera at 439 Lincoln Avenue, Unit 2, shown on the City of Portsmouth Assessor’s Map as Tax Map 134, Lot 14 (“Property”). The Licensee is remodeling a bathroom at the Property and has requested to locate a dumpster in front of the Property on Lincoln Avenue. The Licensee has an existing encumbrance permit (ENCM 24-107) for use of the dumpster on the right of way that will expire on November 14, 2024. The License Area is 120 feet and is depicted in [Exhibit A attached to this license](#). The Licensee has requested to continue to use the dumpster from November 15, 2024 to February 5, 2025, for a total of 83 days. Because the request for the encumbrance extends beyond 30 days, the Licensee has requested Council approval of a license.

Encumbrances for longer than 30 days are subject to the City Council 's policy entitled "License Fee for Encumbrance of City Property". Under this policy, a daily fee of \$0.05 per square foot of encumbered City property would be assessed for 120 square feet for a daily fee of \$6.00 per day x 83 days, for a total license fee of \$498.

The Legal and Planning and Sustainability Departments [have reviewed and approved the form of the attached](#).

If the Council agrees to grant a temporary construction license to encumber a portion of the Lincoln Avenue right-of-way that abuts property located at 439 Lincoln Avenue, Unit 2, an appropriate motion would be:

Move that the City Manager be authorized to execute and accept the temporary construction license to encumber the Lincoln Avenue right-of-way that abuts 439 Lincoln Avenue, Unit 2, as requested.

XVII. City Manager's Informational Items:

1. Draft Community Health Improvement Plan:

The [Community Health Improvement Plan](#) was developed collaboratively with local service agencies and other stakeholders to define a vision and a starting point for future community health improvement planning. This draft is currently being reviewed internally. Comments by the public and City Council are welcome and may be shared directly with the City Manager.

2. Pease Development Authority Board Meeting Update:

I will provide a verbal update on the Pease Development Authority's recent Board Meeting held on October 17, 2024.

3. Update on Sherburne Property:

I will provide a verbal update on the status of the Sherburne Property project.

4. Revaluation Update:

City Assessor Rosann Lentz will provide a verbal update on the revaluation process.

**CITY OF PORTSMOUTH
TWO THOUSAND TWENTY FOUR
PORTSMOUTH, NEW HAMPSHIRE**

RESOLUTION # XX – 2024

A RESOLUTION AUTHORIZING A BOND ISSUE AND/OR NOTES OF UP TO FOUR MILLION THREE HUNDRED THOUSAND DOLLARS (\$4,300,000), AND RESCINDING A LIKE AMOUNT OF FUNDS AUTHORIZED TO BE BORROWED FOR THE REPLACEMENT OF WATER TRANSMISSION MAINS BENEATH LITTLE BAY, WHICH PROJECT IS NOT READY TO BE UNDERTAKEN AT THIS TIME.

RESOLVED:

THAT, the sum of up to Four Million Three Hundred Thousand Dollars (\$4,300,000) is appropriated for undertaking City-wide water system improvements, including the payment of costs incidental or related thereto;

THAT, to meet this appropriation, (i) the City Treasurer, with the approval of the City Manager, is authorized to borrow, on a competitive or negotiated basis, up to **Four Million Three Hundred Thousand Dollars (\$4,300,000)** through the issuance of bonds and/or notes of the City under the Municipal Finance Act;

THAT, the expected useful life of the projects is determined to be at least thirty (30) years;

THAT, Four Million Three Hundred Thousand Dollars (\$4,300,000) of the Thirteen Million Nine Hundred Thousand Dollars (\$13,900,000) authorized to be borrowed pursuant to Resolution 20-2021 to pay a portion of the costs of replacing water transmission mains beneath Little Bay, which project is not ready to be undertaken at this time, is hereby rescinded.

THAT, this Resolution shall take effect upon its passage.

APPROVED:

DEAGLAN MCEACHERN, MAYOR

ADOPTED BY CITY COUNCIL

**KELLI BARNABY, CMC/CNHMC
CITY CLERK**

CITY OF PORTSMOUTH, NEW HAMPSHIRE

And

AFSCME LOCAL #1386-A

MEMORANDUM OF AGREEMENT

1. The City of Portsmouth, New Hampshire (“the City”) and AFSCME LOCAL #1386-A (“the Union”) are parties to a collective bargaining agreement that covers the period July 1, 2022, through June 30, 2026 (“the CBA”).
2. The City and the Union have agreed that subject to this MOA by the Portsmouth City Council, and starting with the first pay period in January of 2025, the City will begin paying all bargaining unit members who have a current, valid, Class B commercial driver’s license a stipend of seventy six dollars and ninety two cents. (\$76.92) per pay period.
3. Bargaining unit members who obtain their Class B commercial driver’s license within the course of these years will be entitled to these stipends effective the payroll period following successful completion.
4. These stipends will not be part of the calculation for payout of any leave time or New Hampshire Retirement System eligible.
5. The City and the Union agree that this is a one-time exception to the terms of the parties’ CBA, and it is not intended to create any binding precedent or past practice.

Dated: _____

City of Portsmouth, New Hampshire

Dated: _____

AFSCME LOCAL #1386-A

CITY OF PORTSMOUTH

TWO THOUSAND TWENTY-FOUR

PORTSMOUTH, NEW HAMPSHIRE

RESOLUTION # _____

A RESOLUTION APPROPRIATING FOUR HUNDRED FIFTY-FIVE THOUSAND NINE HUNDRED NINETY-FOUR DOLLARS AND 63 CENTS (\$455,994.63) FROM AMERICAN RESCUE PLAN ACT (ARPA) GRANT TO PAY COSTS ASSOCIATED WITH CLIMATE ACTION PLAN RECOMMENDATIONS, MOBILE LIBRARY RESOURCES, COMMUNITY HEALTH NEEDS ASSESSMENT RECOMMENDATIONS, AND MAPLEWOOD AVENUE WATERLINE UPGRADES (ITEMS LISTED IN EXHIBIT A) AND FOR THE PAYMENT OF COSTS INCIDENTAL AND RELATED THERETO.

BE IT RESOLVED:

- 1) THAT Four Hundred Fifty-Five Thousand Nine Hundred Ninety-Four Dollars and 63 Cents (\$455,994.63) is appropriated to pay costs associated with Climate Action Plan Recommendations, Mobile Library Resources, Community Health Needs Assessment Recommendations, and Maplewood Avenue Waterline Upgrades (Items Listed in Exhibit A) and for the payment of all costs incidental and related thereto. That to meet this appropriation of up to \$455,994.63 shall be utilized from the ARPA Grant.
- 2) THAT this resolution shall take effect upon its passage.

APPROVED:

DEAGLAN MCEACHERN, MAYOR

ADOPTED BY CITY COUNCIL:
November 18, 2024

KELLI L. BARNABY, MMC/CHHMC
CITY CLERK

To: Karen Conard, City Manager
From: Peter Britz, Director of Planning and Sustainability
Date: 10/15/2024
Re: ARPA Funds for Climate Action Plan Implementation

Climate Action Plan Implementation

The development of the Portsmouth Climate Action Plan (CAP) was supported for funding up to \$100,000 in the FY23-28 CIP. City staff worked with the consulting team of Vanasse, Hangen, Brustlin, Inc. (VHB), Resilient Planning and Design, LLC and the Rockingham Planning Commission to complete the Climate Action Plan for approximately \$80,000. This request is to shift the balance of the funds that were not used from the development of the CAP to two projects that would support and implement CAP recommendations.

The two recommended projects are consistent with identified strategies in the CAP and will utilize the remaining balance of **\$19,745.90**.

- 1) The first project is the funding of a community dashboard developed by Bright Action for the City. Bright Action created a web-based community engagement platform for climate and sustainability where people can identify specific actions they have taken or plan to take to reduce their greenhouse gas emissions or make more sustainable choices. The dashboard was initiated by a community group, Portsmouth Climate Action, and these funds will be used to fund the dashboard for an addition year.

- 2) The second project is for the City to contract with a provider of e-bike charging stations to install a 4 station e-bike or mobility device charging station at a location to be determined in the City.

I am requesting the City Council approve the remaining balance of the CAP development funds in the amount of \$19,745.90 to be used for these two projects that support and implement the CAP recommendations.

Memo to Karen Conard

ARPA funds additional appropriation request for Library Bookmobile

October 4, 2024

Karen:

After receiving appropriated funds from ARPA monies for \$80,000 toward a library bookmobile, we began discussions with several bookmobile vendors who quoted us \$205,000 and up to purchase and upfit a van. After meeting with our fleet manager and our team and talking with other libraries, we determined that buying an electric vehicle was a high priority for us. As vendors we spoke with had no interest in electric vehicles we began to talk with Fleet's vendors and determined they and their subcontractors could fulfill all our outfitting needs for under \$70,000 (above the cost of the vehicle itself) so we chose this as the most sustainable, local and economical method.

In addition to the vehicle and upfitting, which includes shelving, electric power and lighting, rolling book storage carts, a motorized lift and the wrap, there are materials we will need for borrowing, for marketing/PR, for technology and for safety. I would propose that we be appropriated an additional \$70,000 to cover the upfitting and that I pay for the other items with our already appropriated \$80,000.

Ford eTransit:	\$59,885.05
Books, safety items, marketing materials, technology such as laptop/scanner/printer, hotspot	<u>\$20,114.95</u>
Already appropriated...	\$80,000

Request for additional appropriation for bookmobile

Upfitting (lights/electric/batteries, flooring, shelving, etc.)	\$70,000
-----------------------------------------------------------------	-----------------

New Project Total	\$150,000
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To: Karen Conard, City Manager

From: Kim McNamara, Public Health Director

Date: 10/15/2024

Re: Request for ARPA funds for Community Health Needs Assessment Recommendation

On April 18, 2022, the City Council approved the use of ARPA funds in the amount of \$65,000 to create a Community Health Profile. The Profile provides detailed statistics on the entire community, and from that information, a Community Health Needs Assessment (CHNA) was completed which identified unmet needs in the community and recommendations to address those needs are outlined in the Community Health Improvement Plan (CHIP). The cost of the Profile, CHNA and CHIP was \$32,181, \$32,818.73 less than authorized. The City Council also passed by Resolution on August 21, 2023, the use of ARPA funds to implement the CHNA Recommendations in the amount of \$250,000 (CHNA Recommendations). The Health Department would like to use the remaining balance from creating the CHNA (\$32,818.73) and an additional \$67,181.27 in ARPA funds, to be used for the implementation of CHNA Recommendations ($\$32,818.73 + \$67,181.27 = \$100,000$), which will increase the amount to be used for CHNA Recommendations from \$250,000 to \$350,000.

The CHNA has identified our most vulnerable population (veterans, people with intellectual and developmental disabilities, people with physical disabilities, the elderly and home-bound seniors, children/youth, the LGBTQ+ community and minorities) and their need for direct services for substance misuse, transportation needs, mental health needs, housing and food insecurity, environmental health and healthy environments.

Many of the City's vulnerable populations are served by local nonprofits. Nonprofits have faced significant challenges due to the pandemic's increased demand for services and changing operational needs, as well as declines in revenue sources such as donations and fees. Nonprofits eligible for ARPA funds are those that experienced negative economic impacts or disproportionate impacts of COVID-19.

The City will be soliciting requests from nonprofits who have suffered negative economic impacts due to COVID-19 that are located in Portsmouth or who serve Portsmouth residents and who provide direct service to our vulnerable population identified in our CHNA. The City will review these requests and award ARPA funds to those nonprofits that are financially eligible due to the negative economic impacts of COVID-19 and who are programmatically eligible as identified in our CHNA.

I am asking that the City Council approve the use of the funds remaining from the CHNA (\$32,818.73, and additional ARPA funds in the amount of \$67,181.27, for a total of \$100,000) to be used for the implementation of CHNA Recommendations.

To: Karen Conard, City Manager
From: Peter Rice, Director of Public Works
Date: 10/15/2024
Re: Use of ARPA funds for Maplewood Avenue Watermain Replacement

Maplewood Avenue Watermain Replacement

During the construction of the Maplewood Avenue Bridge repair, a 450 foot section of watermain was identified as in of replacement. The original scope of work and budget for the Maplewood Avenue Bridge project did not include replacement of this watermain.

I am requesting the City Council approve the use of ARPA funds in the amount of \$266,248.73 to be used for the replacement of approximately 450 feet of watermain and associated valves and fittings on Maplewood Avenue.

CERES STREET COMPACTOR LICENSE EXTENSION

The City of Portsmouth, a municipal corporation with a principle place of business of 1 Junkins Avenue, Portsmouth, New Hampshire (hereinafter "City"), for good and valuable consideration, hereby grants this extension for a revocable license to the Old Ferry Landing, Inc., 148 Brackett Road, Portsmouth, NH 03801 (for the ***Old Ferry Landing***, located at 10 Ceres Street, Portsmouth, NH, City Tax Map 106, Lot 47); 37 Bow Street, LLC, P.O. Box 300, Rye, NH 03870-0300 (for the ***Water View Grill***, located at 33-47 Bow Street, Portsmouth, NH, City Tax Map 106, Lot 49); and Portsmouth Riverhouse Restaurant Group, LLC, P.O. Box 300, Rye, NH 03870-0300 (for ***The River House***, located at 53 Bow Street, Portsmouth, NH, City Tax Map 106, Lot 51), (hereinafter "Licensees") to allow the placement and maintenance of an enclosure and compactor located as shown on the attached Exhibit A in accordance with the following terms and conditions:

1. **Use.** This License authorizes the installation, use and maintenance of a compactor, containers for recyclables and a grease trap to be placed within an enclosure located on Ceres Street and identified as the License Area on the attached Exhibit A. The License Area shall be used only to serve the businesses operated by the Licensees within the Bow-Ceres Street waterfront area unless otherwise approved in writing by the City.
2. **Upkeep and Maintenance.** Licensees agree to maintain the License Area including the compactor, the other receptacles, grease traps and the environs of the enclosure in a clean and sanitary condition, and as much as is practicable, free from odors at all times. Licensees agree to comply with any reasonable requests of the City with respect to the upkeep, maintenance of the compactor, receptacles, grease traps and environs of the enclosure. The compactor shall be emptied as needed to ensure the enclosure is clean, sanitary and free from odors.

Maintenance shall include, but not be limited to:

- A. Daily supervision and sweeping of the enclosure shall occur with immediate clean-up of spills and immediate containment of overflow in order to ensure closure of the receptacle doors and lids;

- B. The catch basin and grease trap will be cleaned as prescribed by City ordinance, or more often if necessary, as determined by the City, by a company licensed to perform this work;
 - C. Cleaning equipment and materials shall be available and stored within the enclosure; and
 - D. All receptacles contained within the enclosure shall be durable, cleanable, insect and rodent resistant, leak-proof and non-absorbent and must have tight-fitting lids, doors or covers that are kept closed at all times and kept in a clean condition. Accumulation of debris and insect or rodent harborage will not be allowed, and effective cleaning must be maintained in, around and under all receptacles and the environs of the enclosure.
3. **Enclosure.** Licensees agree to maintain the enclosure structure in good condition during the term of this License. Should the enclosure require repairs, Licensees shall be responsible for the cost of such repairs and such repairs shall be coordinated and approved by the City. Licensees shall be responsible for removing any graffiti, posters and like materials from the exterior of the enclosure.
4. **Annual Fee.** Licensees will pay an annual license fee to the City in the amount of One Thousand Five Hundred Dollars (\$1,500). This fee will be paid annually by January 1st.
5. **Remediation and Reimbursement.** In the event that Licensees fail to comply with their obligations under this License, Licensees agree that they shall reimburse the City for the cost of remediating any situation caused by failure of the Licensees to comply with the terms of this License, including but not limited to the cost of cleaning the area in which the compactor, totes and grease traps are located, removal of the dumpster and proper disposal of materials in or around the dumpster or enclosure area and damage to municipal property caused by the Licensees' use of the License Area.
6. **Utilities.** Licensees are responsible for the supply, maintenance and cost of all utilities necessary to operate the compactor and to maintain the cleanliness of the License Area in accordance with the responsibilities as outlined above.
7. **No Hazardous Materials.** Licensee shall not allow the License Area to be used for the storage or disposal of hazardous or toxic materials.
8. **Right to Access and Inspect.** The City shall at all times have the right and authority to access and inspect the enclosure and its environs, the compactor, receptacles, catch basins and grease traps.

9. **Indemnification.** Licensees hereby agree to indemnify and hold harmless the City and its respective officials, employees and agents from any and all liability of any kind associated in any way with the exercise of the rights granted under this License. This indemnification clause shall survive the termination of this License.
10. **Insurance.** Licensees agree to maintain not less than \$2,000,000.00 in general liability insurance applicable to the maintenance of the enclosure and compactor on municipal property and shall name the City as an additional insured. A certificate indicating the existence of this insurance shall be kept on file with the Legal Department at all times.
11. **Assignment.** In the event that Licensees transfer or assign their business operations to another business, including but not limited to another restaurant, this License may be transferred or assigned, provided that the City first grants written consent which shall not be unreasonably withheld. Licensees shall not permit others to use the License Area for disposal of any waste other than from the Licensees' restaurants listed above without prior written consent of the City.
12. **Term and Cure.** This License is for a period of ten (10) years beginning November 1, 2024 and ending October 31, 2034 unless sooner terminated due to default. An event of default shall be Licensees' failure to perform or fulfill any of the obligations or conditions of this License. The responsibility for performing and fulfilling the obligations and condition of this License are joint and several. Licensees shall be notified of any default in writing and will be provided a reasonable opportunity to cure. In the event that the City issues more than three notices of default within a 60-day period, the City shall have the right to modify or revoke this License. Notwithstanding the City's rights and remedies of revocation and reimbursement set forth above, the City, after inspection of the License Area and issuance of a notice of default, will have the right to assess a \$100 per occurrence administration fee for its costs associated with the issuance of any notice of default.
13. **Renewal.** Licensees, individually or jointly, shall have the option to renew this License for an addition five-year term under the following conditions:
 - (a) The City has issued not more than 10 notices of default during the 10-year term; and
 - (b) Licensees have made a written request to the City Manager no later than 6 months before the expiration of this License, May 1, 2034.

CITY OF PORTSMOUTH

Dated: _____

By: _____
Karen S. Conard, City Manager

Pursuant to vote of the Portsmouth City
Council on _____

OLD FERRY LANDING, INC.

Dated: _____

By: _____
Jack Blalock, Member

37 BOW STREET, LLC

Dated: _____

By: _____
Peter Labrie, Member

**PORTSMOUTH RIVERHOUSE
RESTAURANT GROUP, LLC**

Dated: _____

By: _____
Peter Labrie, Member

I:\ferrin\license\cerescompact



Attention Jane Ferrini, Portsmouth City Council in care of the legal department for license:

My name is Meaghan Clark of Cedar + Salt, and I am reaching out in regard to encumbrance permit ENCM-24-107. A 15-yard dumpster, roughly 15 feet long x 8 feet wide x 3.5 feet tall, will be positioned on the side of the street in front of the home at 439 Lincoln Ave, unit 2, for an upcoming bathroom remodel. The project is scheduled to begin on October 16, 2024 and will likely extend 12-16 weeks. We are requesting a license for the period of November 15, 2024 - February 5, 2025, and that this be added to the City Council Agenda for the October 21, 2024 meeting.

Thank you.

Meaghan Clark
Cedar + Salt LLC
603-305-8684

info@cedarandsalthomes.com

www.cedarandsalthomes.com



LICENSE AGREEMENT
CEDAR & SALT, LLC FOR 439 LINCOLN AVENUE

The City of Portsmouth (hereinafter "City"), a municipal corporation with a principal place of business of 1 Junkins Avenue, Portsmouth, New Hampshire 03801, for good and valuable consideration as set forth herein, hereby grants this Revocable License Extension to CEDAR & SALT, LLC (hereinafter "Licensee") with a principal place of business at 71 Town Farm Road, Salem, NH, pursuant to the following terms and conditions:

1. **Area of License and Use:** Licensee is performing remodeling work at property located in the City of Portsmouth, Rockingham County, State of New Hampshire, at 439 Lincoln Avenue, Unit 2, shown on the City of Portsmouth's Assessor's Map as Tax Map 134, Lot 14 ("Property"). For the Owner's title to the Subject Property, see Rockingham County Registry of Deeds at Book 5544, Page 1047.

License Area: The City authorizes Licensee to temporarily use 120 square feet of the Lincoln Avenue right of way that abuts the Property to locate a dumpster as more particularly described and highlighted in yellow in Exhibit A attached.

2. **Use:** Licensee shall make use of the License Area for the purpose of facilitating the Licensee's remodeling of a bathroom at the Property.
3. **Term:** The Licensee currently has an Encumbrance Permit (ENCM 24-107) that will expire on November 14, 2024 and is requesting a license from November 15, 2024 through February 5, 2025, 83 days.

License Area: The license for License Area shall be for approximately 83 days, from November 15, 2024 through February 5, 2025.

However, Licensee may terminate this License prior to the end of the term by returning the License Area to safe and effective use by the public prior to the expiration of the term of this License. The Licensee shall contact the Director of Public Works for a determination that the License Area has been returned to safe and effective use. Failure to remove all vehicles, barriers, materials and equipment and to return the License Area to the City in the manner prescribed under this License at the end of the term may result in enforcement action by the City.

4. **Notice:** Licensee shall provide notice to the City's Director of Public Works when Licensee assumes control and use of the License Area and again when it returns the License Area to the City's control and use.
5. **License Fees:** The Owner shall pay to the City a license fees in accordance with City Council Policy No. 2018-02 entitled "License Fee for Encumbrance of City Property". The License Fee Policy provides that the Owner will be charged a daily fee for the encumbrance of \$0.05 per square foot per day.

License Fee Calculation: The total license fee for the License is $\$0.05 \times 120 \text{ square feet} = \$6 \text{ per day} \times 83 \text{ days} = \mathbf{\$498}$. The License Fee shall be paid in full prior to the start of the term of the License.

Because it is in the City's interest that the Licensed Area be returned to the public use as soon as possible, if the License Area is returned to the City prior to the end of the License Term, the City will refund the Licensee the portion of the License Fee paid but not used.

6. **Indemnification:** Licensee agrees to indemnify and hold harmless the City of Portsmouth for any and all property damage, bodily injury or personal injury which arises as a result of its utilization of the Licensed Area. This obligation survives termination or revocation of this Agreement.
7. **Insurance:** At all times the Licensee shall maintain insurance for bodily injury and property damage in the amount of at least \$1,000,000 per occurrence. Licensee will provide proof of insurance to the City during the term of this Agreement and the City will be named as an additional insured.
8. **Maintenance of Area:** During the term of this Agreement, Licensee shall maintain the License Area in a safe, neat and orderly fashion and shall take such actions as are necessary to protect the public safety. The Licensee shall secure the perimeter of the License Area and take such other measures as may be necessary for pedestrian and vehicular safety during use of the Licensed Area. This shall include pedestrian signage and working with the City's Department of Public Works to temporarily stripe new crosswalks for pedestrians as highlighted in orange in Exhibit A.

Owner is required to apply for separate Flagging Permits that are outside the scope of this License when closing roads that abut the Property and shall advise abutters of all Flagging Permit applications in advance. Owner is also required to provide weekly updates to abutters regarding construction activity for the following week until the project is complete.

9. **Damage:** Licensee agrees to remedy any damage to the License Area caused by the Licensee's activities. The work will be performed by Licensee to City specifications and survive the terms of this Agreement. The City may elect to accept reasonable reimbursement from the Licensee in lieu of Licensee's repairing the damage.

10. **Compliance with Other Laws:** This Agreement does not relieve Licensee from compliance with any other local, state or federal laws or regulations or conditions imposed by any local board. Failure to abide by any local, state or federal laws or regulations or any condition of a site plan may, at the City's discretion, result in revocation.

11. **Revocation:** The City may terminate this Agreement or any provision contained in this agreement on 72 hours written notice if Licensee fails to meet the terms and conditions of this License or if the public interest requires such termination. No 72 hour written notification is required by the City if it is an emergency.

12. **Contractor and Subcontractor Parking:** Licensee understands and agrees that its contractors and subcontractors for the project shall not use on-street parking. Language will be inserted in Licensee's vendors and suppliers Purchase Orders and Trade Subcontracts that make the prohibition against parking on City streets mandatory. Contractors shall limit/ manage construction vehicles and deliveries to avoid disruption to businesses, particularly during the holiday season. Contractors may use loading zones for active loading and unloading of materials, equipment and tools.

Dated this _____ day of _____, 2024.

City of Portsmouth

By: _____
 Karen Conard
 City Manager

Pursuant to vote of the City Council
 of _____

Dated this _____ day of _____, 2024.

CEDAR & SALT, LLC

By: _____



City Council Emails submitted October 8th – October 17th

First Name

Karen

Last Name

Cooksey

Email

kcooksey80@gmail.com

Address

135 Union Street
Portsmouth, New Hampshire. 03801

Message

Dear City Councilors,

I, Karen Cooksey, am writing in support of the allocation of city funds for the elementary school playground renovation and maintenance at Little Harbour, New Franklin, Dondero and PEEP, through the CIP process. The increased expense, conservatively estimated at hundreds of thousands of dollars per playground, is beyond the responsibility of Portsmouth parents to financially address. Both the Little Harbour and New Franklin schools were last renovated in 1999-2000, and Dondero began their parent funded renovation over 5 years ago. The Dondero playground renovation is incomplete and is not compliant with new ADA accessibility regulations (as of January 2024) and will remain so without support from the city as they have exhausted their fundraising capabilities. Currently, there are no ADA compliant playgrounds across the City's portfolio of 22 parks and 3 elementary school playgrounds. Funding was allocated for renovation at South Mill playground to improve accessibility and replace the aging structures.

I support the school department in their request to the City for funds and also encourage the City Council to seriously consider re-allocating the funds for South Mill Playground towards renovations at Little Harbor and New Franklin. Each day, the youngest citizens of the City attend one of three schools, none of which provide equitable and safe access for every student. This request is not intended to negate the importance of renovations at South Mill, it is a request to provide first for the safety and wellbeing of the children of Portsmouth.

Thank you,

Karen Cooksey

Portsmouth City parent

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

First Name

Christina

Last Name

Bergeron

Email

christina.bergeron@gmail.com

Address

75 Odiorne Point Rd
Portsmouth, New Hampshire. 03801

Message

Dear City Councilors,

I Christina Bergeron am writing in support of the allocation of city funds for the elementary school playground renovation and maintenance at Little Harbour, New Franklin, Dondero and PEEP, through the CIP process. The increased expense, conservatively estimated at hundreds of thousands of dollars per playground, is beyond the responsibility of Portsmouth parents to financially address. Both the Little Harbour and New Franklin schools were last renovated in 1999-2000, and Dondero began their parent funded renovation over 5 years ago. The Dondero playground renovation is incomplete and is not compliant with new ADA accessibility regulations (as of January 2024) and will remain so without support from the city as they have exhausted their fundraising capabilities. Currently, there are no ADA compliant playgrounds across the City's portfolio of 22 parks and 3 elementary school playgrounds. Funding was allocated for renovation at South Mill playground to improve accessibility and replace the aging structures.

I support the school department in their request to the City for funds and also encourage the City Council to seriously consider re-allocating the funds for South Mill Playground towards renovations at Little Harbor and New Franklin. Each day, the youngest citizens of the City attend one of three schools, none of which provide equitable and safe access for every student. This request is not intended to negate the importance of renovations at South Mill, it is a request to provide first for the safety and wellbeing of the children of Portsmouth.

Thank you,
Christina

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

First Name

Kate

Last Name

Hatem

Email

katemph@gmail.com

Address

1 Ash Street
Portsmouth, New Hampshire. 03801

Message

Dear City Councilors,

I am writing in support of the allocation of city funds for the elementary school playground renovation and maintenance at Little Harbour, New Franklin, Dondero and PEEP, through the CIP process. The increased expense, conservatively estimated at hundreds of thousands of dollars per playground, is beyond the responsibility of Portsmouth parents to financially address.

In May 2023, my then 4th grader broke both bones in his left forearm on the Little Harbour play structure. Since that terrible day, I have been working to bring awareness to the desperate need for a playground overhaul. The playground at LHS is almost 25 years old (average playground lifespan is 10 years) and it is no longer compliant with safety standards or ADA accessibility.

I submitted a citizen CIP request that was denied last Fall 2023 and was told that the PTA was the way to renovate a playground. As much as I disagreed, a fellow parent and I created a committee at LHS through the PTA and started planning. The PTA donated funds to this cause and we hired a landscape architect to design plans. We got so far as to meet with the Conservation Committee but due to the constraints and complicated nature of the playground being in a wetland buffer zone and on the water, we could not take the project any further. Thankfully, the School Department agreed that due to the significant cost of playgrounds and need for equity for all school children in the city, that they would submit their own CIP this year. We need the help and collaboration of the School Dept and City to move this project forward. We need to prioritize the youngest residents of our city who don't often have a chance to share their voice in local government. I am writing to you on their behalf.

Both the Little Harbour and New Franklin schools were last renovated in 1999-2000, and Dondero began their parent funded renovation over 5 years ago. The Dondero playground renovation is incomplete and is not compliant with new ADA accessibility regulations (as of January 2024) and will remain so without support from the city as they have exhausted their fundraising capabilities.

Currently, there are no ADA compliant playgrounds across the City's portfolio of 22 parks and 3 elementary school playgrounds. Funding was allocated for renovation at South Mill playground to improve accessibility and replace the aging structures. That's a step in the right direction but the most

highly utilized elementary school playgrounds should really be addressed first.

I support the school department in their request to the City for funds and hope you will, too. I would also encourage the City Council to seriously consider re-allocating the funds for South Mill Playground towards renovations at Little Harbor and New Franklin. Each day, the youngest citizens of the City attend one of three schools, none of which provide equitable and safe access for every student. This request is not intended to negate the importance of renovations at South Mill, it is a request to provide first for the safety and wellbeing of the children of Portsmouth.

Thank you,

Kate Hatem

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

First Name

Emily

Last Name

Doe

Email

ecmo15@hotmail.com

Address

127 Willard Ave
Portsmouth, New Hampshire. 03801

Message

Dear City Councilors,

I, _____, am writing in support of the allocation of city funds for the elementary school playground renovation and maintenance at Little Harbour, New Franklin, Dondero and PEEP, through the CIP process. The increased expense, conservatively estimated at hundreds of thousands of dollars per playground, is beyond the responsibility of Portsmouth parents to financially address. Both the Little Harbour and New Franklin schools were last renovated in 1999-2000, and Dondero began their parent funded renovation over 5 years ago. The Dondero playground renovation is incomplete and is not compliant with new ADA accessibility regulations (as of January 2024) and will remain so without support from the city as they have exhausted their fundraising capabilities. Currently, there are no ADA compliant playgrounds across the City's portfolio of 22 parks and 3 elementary school playgrounds. Funding was allocated for renovation at South Mill playground to improve accessibility and replace the aging structures.

I support the school department in their request to the City for funds and also encourage the City

Council to seriously consider re-allocating the funds for South Mill Playground towards renovations at Little Harbor and New Franklin. Each day, the youngest citizens of the City attend one of three schools, none of which provide equitable and safe access for every student. This request is not intended to negate the importance of renovations at South Mill, it is a request to provide first for the safety and wellbeing of the children of Portsmouth.

Thank you,

Emily Doe (Portsmouth Parent)

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

First Name

Brenna

Last Name

Jennings

Email

brennaj@gmail.com

Address

54 Taft Road

Portsmouth, New Hampshire. 03801

Message

Hi All,

I'd like to not risk bumping other important CIP projects in order to prioritize renovations to the elementary playgrounds. There are other backlogged plans that also aim to keep our community's kids safer that have been waiting years for groundbreaking.

Many thanks,

Brenna Jennings (Steve De Trolio implied)

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

First Name

Tamrah

Last Name

Rouleau

Email

tamrah.rouleau@comcast.net

Address

159 Madison Street
Portsmouth, New Hampshire. 03801

Message

Dear City Councilors,

I, Tamrah Rouleau, am writing in support of the allocation of city funds for the elementary school playground renovation and maintenance at Little Harbour, New Franklin, Dondero and PEEP, through the CIP process. The increased expense, conservatively estimated at hundreds of thousands of dollars per playground, is beyond the responsibility of Portsmouth parents to financially address.

Both the Little Harbour and New Franklin schools were last renovated in 1999-2000, and Dondero began their parent funded renovation over 5 years ago. The Dondero playground renovation is incomplete and is not compliant with new ADA accessibility regulations (as of January 2024) and will remain so without support from the city as they have exhausted their fundraising capabilities.

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Thank you,

Portsmouth City parent, Tamrah and Jeremy Rouleau

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

First Name

junelizabeth

Last Name

Paine

Email

june.paine@gmail.com

Address

5 Ju5nkins Ave, Unit 30
Portsmouth, New Hampshire. 03801

Message

To: Portsmouth Manager, City Council Members,

Regarding the Sherburne School

We have another chance to repurpose an existing property and put it to good use.

Portsmouth is in dire need of living accommodations enabling persons wanting to live and work in our growing city of Portsmouth.

To have a property centrally located to Market square, medical facilities, shopping for groceries and necessities is such a plus and we should take advantage of this opportunity which could be used for our middle-income work force individuals.

Connors Cottage is one of the eleven properties maintained under the leadership of the Executive Director, Craig Welch. Craig is constantly seeking financial support for managing all the properties under his care. He somehow finds grants, etc. to accomplish his goals for housing the middle-income work force and the growing population of senior residents; this is where I gratefully reside. I've lived at Connors Cottage for twelve years and have come to know him as a hands-on Director. (remembering, one following a snowstorm, hitting us hard, and who should come bearing a shovel, none other than Craig, with his son alongside!) Behind the scenes and in front of them is Craig Welch.

If there is a way to attain properties and turn them into something worthwhile for our Portsmouth residents, Craig Welch will find a way to succeed and make it work well for the city and residents.

Thank you for listening to this request.

Respectfully,
Junelizabeth Paine

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

First Name

Lester

Last Name

Cundari

Email

terleb100@aol.com

Address

198 Islington Street
Portsmouth, New Hampshire. 03801

Message

Considering the massive revenue increase for the city, I would suggest the following offsets:

1. Reduce the existing tax rates.
2. Index the permanent annual rebates.

While the assessed property values have generally increased by over 200% (over the last 10 yrs.), the rebate for the blind has remained constant for at least the last 10 years.

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

First Name

Abigail

Last Name

Mayrand

Email

abigail.mowery@gmail.com

Message

Hi! I'm a resident of Elwyn and have been awaiting sidewalks in our neighborhood for YEARS. Looking at the 2020-2025 CIP, these sidewalks were included but construction has yet to commence. Do you know when we can expect our neighborhood to be completed?

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes



South Church

A Unitarian Universalist Congregation — Affirming the Worth and Dignity of All People

Church: 292 State Street Portsmouth, New Hampshire 03801

Meeting House: 73 Court Street Portsmouth, New Hampshire 03801

Telephone: 603.436.4762

info@southchurch-uu.org <http://www.southchurch-uu.org>

Mayor Deaglan McEachern
Portsmouth City Hall
1 Junkins Avenue
Portsmouth, NH 03801

Cc: Ms. Kelli Barnaby, Town Clerk
Cc: Karen S. Conard, City Manager

Dear Mayor McEachern, Ms. Barnaby, and Ms. Conard,

I hope this letter finds you well. I am writing to formally request permission to hold a public event at the African Burial Grounds on Election Day, November 5. The event, titled "Held in One Spirit: An Interfaith Election Day Gathering," will offer a healing presence during what can often be a stressful and divisive night for people across the political spectrum.

This event will be sponsored by the Seacoast Ministerium, a consortium of local clergy from all faith traditions whose mission is "to practice love and justice by serving our neighbors, cultivating spiritual curiosity, and building connections across communities." Our intent with this gathering is to create a space where the community can come together in unity and care. We plan to invite clergy from various local churches to offer brief prayers, readings, or songs around the theme of commonality and mutual support. In these moments, we hope to remind ourselves of the shared values that bind us together, especially on a day that can feel charged with tension.

The gathering is planned for 7:00 p.m. to 7:30 p.m., and we will provide battery-powered candles for attendees to hold as a symbol of light and peace. We chose the African Burial Grounds for its deep significance and historical resonance, believing it is the right setting to ground this important communal event.

Please let me know if there are any additional steps or permissions required to move forward with this event. We are committed to ensuring that it is conducted with the utmost respect for the space and in accordance with any guidelines the city may have.

Thank you for your consideration of this request. I look forward to your response and am happy to answer any questions or provide further details.

Sincerely,

Rev. Ellen Quaadgras
Minister, South Church Unitarian Universalist
Portsmouth, NH 03801



CITY OF PORTSMOUTH, N.H.
BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

*Instructions: Please print or type and complete all information.
Please submit resume' along with this application.*

Committee: African Burying Ground Initial applicant

Name: Ronald Baisden Telephone: 603-674-8718

Could you be contacted at work? YES so, telephone# _____

Street address: 315 Union St.

Mailing address (if different): _____

Email address (for clerk's office communication): ronaldbaisden@yahoo.com

How long have you been a resident of Portsmouth? 20 yrs

Occupational background:

Pharma Sales

Please list experience you have in respect to this Board/Commission:

Former Board Member

 OVER

Have you contacted the chair of the Board/Commission to determine the time commitment involved? YES NO

Would you be able to commit to attending all meetings? YES NO

Reasons for wishing to serve: _____

**I have a strong interest in the health and welfare of
this important and historic city monument**

Please list any organizations, groups, or other committees you are involved in:

Portsmouth 400

African Burying Ground

AHEPA

NAAGA

Please list two character references not related to you or city staff members:
(Portsmouth references preferred)

1) Mark Newport
Name, address, telephone number

2) Joanna Kelly
Name, address, telephone number

BY SUBMITTING THIS APPLICATION YOU UNDERSTAND THAT:

1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
5. Application will be kept on file for one year from date of receipt.

Signature: Ronald Baisden Date: 16 Oct 24

If you do not receive the appointment you are requesting, would you be interested in serving on another board or commission? Yes No

Please submit application to the City Clerks Office, 1 Junkins Avenue, Portsmouth, NH 03801

6/27/2012



MEMORANDUM

DATE: OCTOBER 4, 2024
TO: HON. MAYOR McEACHERN AND PORTSMOUTH CITY COUNCILORS
FROM: PORTSMOUTH ECONOMIC DEVELOPMENT COMMISSION
RE: INSPECTIONS AND PERMITTING IN PORTSMOUTH

In January 2024, in planning its scope of work for the year, the Portsmouth Economic Development Commission (EDC) identified a number of circumstances and conditions in the public and private sectors of Portsmouth that impact the business community and, by extension, the economic vitality of the city and its environs. One such circumstance concerns the inspection and permitting process for construction and renovation of buildings in the city. The initial discussion of this subject revealed that a number of the Commissioners had heard persistent complaints that the inspection and permitting process employed by the city was slow and arduous, resulting in undue delay and expense to developers, property owners and businesses seeking to expand or upgrade their operations. There was some suggestion that certain contractors and members of the building trades have declined to accept jobs in the city because of these delays or the lack of predictability in the process. There were insinuations that some property owners had engaged in a “self-help” remedy of making improvements without obtaining permits. While the basis for these complaints appear to be anecdotal, that observation has not changed the perception that Portsmouth had become a tough place to erect new or improve existing structures. If this perception is accurate, the negative implications for the business community are obvious.

The EDC concluded that this perception was deserving of closer examination. The purpose of this memorandum is to share with the City Council the results of its research and investigation on this issue.

For purposes of its investigation, the EDC has focused on the period of FY2020 through FY2024. In the EDC’s opinion, the use of data from earlier years invites comparisons to data that is stale and to economic conditions that no longer reflect current conditions. This is particularly so because of the intervening covid-19 pandemic and its disruptive effects on all segments of society, including governmental operations.

At the outset, to avoid falling into the trap of relying on anecdotes to support a perpetuation of Portsmouth’s “bad rap,” the EDC chose to pursue a data driven approach to the issue. The obvious source for such data is the Inspection Department of the City of Portsmouth. Toward that end, the EDC reached out to the Chief Building Inspector and head of the Department, Shanti R. Wolph. The discussions that followed were illuminating

Mr. Wolph has served as Chief Building Inspector for Portsmouth since December 2021. By his own admission, at the time he assumed its leadership, the Inspection Department was operating less than optimally. In Mr. Wolfe’s own words:

“when I started working for the city the Inspection Department was in crisis mode; hundreds of permit applications were backlogged, inspection requests were several weeks to a month out, builders were working without permits throughout the city, additionally the department was understaffed resulting in communications going unanswered for an extended period. Overall, the department lacked guidance and direction.”

Mr. Wolph’s observations at the end of 2021 certainly seem to support the reputation attributed to the city. In 2020, the department performed 6,292 inspections and processed only 2,779 permits.

Thereafter, Mr. Wolph and his team performed a total overhaul of the department and its approach to meeting the growing demand for inspections and permits. One additional full-time building inspector, one additional full-time plumbing/mechanical inspector and a shared electrical inspector were added to the staff. The department began to fully utilize the permitting software available to it, establishing an online permitting portal that allows both department staff and property owners to determine the status of permit applications in real time. This software is multi-departmental (including the fire, police, health, and planning departments) allowing the user (whether a department member or property owner or contractor) to determine the status of all permits associated with a particular project at a single location. The software is also used by the department to better manage inspections and to produce analytic reports for planning and operational purposes.

Of equal importance, the increase in staff and utilization of technology was accompanied by changes in the operation and culture of the department. Per Mr. Wolph, “inspection staff now attend weekly cross-departmental meetings to make sure that projects are being reviewed in a timely fashion while addressing all concerns relative to safety and efficiency.” There is also increased interaction with the Fire Department and the Public Works Department, whose jurisdictions often overlap with the Inspection Department on larger projects, to ensure that the inspection and permitting process proceeds smoothly.

The department has also changed its operations to become more approachable, communicative and solution oriented with property owners, businesses and their contractors. In addition to promoting electronic access to applications, the department has instituted daily walk-in office hours, provided for remote inspections, allowed for an applicant’s representative to attend inspections (in lieu of requiring the applicant to attend personally), and worked on amending the local building code.

As a result of these departmental changes, Mr. Wolph reports that the department is now able to review and approve permit applications within one week, on average. The department is also able to expedite this process on a particular project where exigent circumstances exist. This improvement is reflected in significant increases in inspections completed and permits processed over the last five years, as shown below.

Total Inspections Completed

FY20 – 6,292
FY21 – 6,719
FY22 – 7,807
FY23 – 11,450
FY24 – 12,563

Total Permits Processed

FY20 – 2,779

FY21 – 4,228

FY22 – 4,353

FY23 – 5,137

FY24 – 5,198

Based upon its review of the data and information received from Mr. Wolph, the EDC concludes that the changes made by the Inspection Department to its operations since the end of 2021 have added transparency and accessibility to the operations, have simplified the inspection process and have significantly shortened the average timeline for conducting inspections and processing permits for construction in the city. The reduction in the average turnaround time to one week is laudable in light of the increasing number and complexity of construction projects in the city.

The EDC is of the opinion that, to the extent the conditions in the Inspection Department identified by Mr. Wolph in late 2021 contributed to a perception that the city of Portsmouth was a difficult town in which to build on or improve property, those conditions no longer exist, and the perception is no longer justified.

< >

EDC Memo re: Inspections [10.04.2024]

Item under the names of Councilors Tabor, Blalock and Moreau.

Citizen CIP Requests – Council Update

On October 15, 2024, Councilors Tabor, Moreau and Blalock reviewed citizen requests for items to be added to the Capital Improvement Plan. Citizens submitted 15 requests, of which three were eligible, five were part of existing CIP project sheets already, six were not CIP eligible, and one was best suited for another process.

The subcommittee gave the highest priority to a request for a micro transit plan, along with sidewalks on Middle Road.

The complete requests and subcommittee action are shown on the attached.

During public comment, the subcommittee also heard from two parents urging renovation of all three elementary school playgrounds. They noted new state law requiring fully accessible playgrounds requiring smooth surfaces instead of woodchips and noted the heavy daily use and 20-year-old equipment. Superintendent McLaughlin said a CIP element for the playgrounds has been put in the school CIP with work starting in 2026 if approved.

Capital Improvement Plan (CIP) FY2026 – FY2031
Citizen CIP Requests
City Council Subcommittee

Submitter	Project Title	Project Location	Staff Analysis	Additional Staff Comments	Subcommittee Action
Matthew Glenn	Hawthorn Ave Downtown Complete Streets	Hawthorn Ave between Vaughan and Congress	Better served by another process	City staff believe it is best to await the completion of the Bicycle/Pedestrian Master Plan to assess future needs.	Concur with staff
Jenne Reizes	Plains Field - Sports Lighting	Plains Field or Central Field	Eligible CIP Project	This project is an eligible CIP request that can be placed in the FY26-FY31 CIP by a vote of the Citizen Request Committee. If voted to be placed within the CIP, financials and timeline would be evaluated by City Staff.	Staff estimated a \$400,000 order of magnitude cost. Councilors wanted the petitioners to provide some evidence (petition, letters) that abutting neighbors were ok with the project before further action.
Effie Malley	EV Charging Infrastructure	Bridge Street Lot	Existing CIP Project	This is an existing project within the CIP. City Staff are also reviewing applicable construction projects where EV Charging Stations may be appropriate additions (FY25 CIP Project #BI-20-PW-50)	No action needed
Effie Malley	Stormwater Utility Fund	Citywide	Not an Eligible CIP Project	This topic is already being addressed elsewhere, but not within the CIP. Creation of this type of Enterprise Fund would be a policy decision of the City Council.	Concur with staff, discussion at City Council level is ongoing.
Effie Malley	Electrify School Bus Fleet	Citywide	Not an Eligible CIP Project	The Portsmouth School Department has a multi-year contract for busing with Student Transportation of America (STA). This contract does not include electric vehicles. The school department is not currently able to price out this possibility, but we anticipate that the cost would be far beyond current transportation costs. To fully judge this potential action, the school department would need to pursue a Request for Information (RFI) or Request for Qualification (RFQ) process to price out this possibility. The school board must also decide where climate goals would fit within operational and financial priorities. The school department does not currently support this proposal. As the City does not purchase the buses (the vehicles), the current request would not qualify as a capital project. Changes to the bus fleet would be a policy change that would affect the School Department's @staff budget.	Concur with staff
Effie Malley	Increase Citywide Trees and Public Greenery Program	Citywide	Existing CIP Project	Current funding is appropriate for staffing levels, maintenance activities and available real estate in City right of ways suitable for tree plantings. (FY25 CIP Project #BI-04-PW-40 "City Tree and Public Greenery Program.")	Concur with staff
Effie Malley	Green Buildings Fund	Citywide	Not an Eligible CIP Project	Funding an ongoing Green Buildings project could be considered as a CIP project but the creation of a separate fund is not a CIP Eligible Project but is instead a policy decision that would be made by the City Council.	Concur with staff. Building energy efficiency studies underway with a consultant within city operating budget
Molly Wilson	Middle Road and Lafayette Park Pedestrian Safety	PHASE 1: approaching South Street triangle and continuing towards Lafayette Road	Existing CIP Project	This project has been added to the Sidewalk list for the existing CIP project. FY25 CIP Project # TSM-05-PW-68 "City Sidewalk Reconstruction Program."	Staff said this project has priority within the sidewalk reconstruction plan, which the subcommittee felt was adequate.
Lenore Weiss Bronson	Traffic and Safety Solutions in the Frank Jones Farm Neighborhood	Frank Jones Farm and Creek Neighborhoods	Existing CIP Project	This is an existing, ongoing project which can be found on the City's website at https://portnh.com/trafficcalmingwoodbury . This is part of the ongoing Woodbury Avenue Traffic Calming Project. It was funded in the past and continues to exist as a project. This shows as an ongoing project on the City's Project Page.	Concur with staff.
Craig Welch/ Portsmouth Housing Authority	Christ Church Workforce Housing Development - Infrastructure	1035 Lafayette Road	Not an Eligible CIP Project	This request does not reference a City asset and as such would not be eligible for consideration as a CIP project.	No action
Craig Welch/ Portsmouth Housing Authority	Sherburne School Below Market Rate Housing Development School Building Preservation	35 Sherburne Road	Not an Eligible CIP Project	Request is vague and requires additional information before a recommendation could be made. Also, the request is premature given the current status of the RFP process for the property.	Concur with staff
Craig Welch/ Portsmouth Housing Authority	Sherburne School Below Market Rate Housing Development Recreational Facilities	35 Sherburne Road	Existing CIP Project	In the City's existing BI-12-RC-31: Existing Outdoor Recreation Field and Facility Improvements, recurring funding covers requests for recreation upgrades or additions. We do not specifically call out the Sherburne School in this element sheet, as it is generic recreation improvements.	Subcommittee noted there will be a replacement field completed at Community Campus, probably before loss of any field at Sherburne, and other improvements can occur within BI-12-RC-31.
Craig Welch/ Portsmouth Housing Authority	Sherburne School Below Market Rate Housing Development Infrastructure	35 Sherburne Road	Not an Eligible CIP Project	Request is vague and requires additional information before a recommendation could be made. Also, the request is premature given the current status of the RFP process for the property.	Concur with staff
Sustainability Committee	Portsmouth Microtransit Feasibility Study	Citywide	Eligible CIP Project	The City could work with COAST and the Rockingham Planning Commission (RPC) to determine if a study or information addressing this request has been completed. If not, working with COAST and RPC an RFP could be developed to conduct a study to look at options that could accomplish this request. This item could potentially be voted in as a CIP request, but that should follow after the City is able to complete the aforementioned background research. If funded, this project should be placed in an outyear.	During public comment Bill Lyons of Sustainability Committee noted transportation is 60% of city's carbon. All three committee members supported adding this to the CIP after background research, noting multiple benefits.
Sustainability Committee	City Fleet Decarbonization Plan	Citywide	Eligible CIP Project	Research to determine if funds for this strategy could be provided through the Granite State Clean Fleets program to initiate a study and determine a plan for decarbonization of the City's vehicle fleet and charging requirements to meet that objective. If funds are available within the same grant program the cost of replacement vehicles could be submitted for replacement of existing vehicles. This item could potentially be a CIP request but after the City is able to complete the aforementioned background research. If funded, this project should be placed into an outyear with funding put under the "Federal/State" source.	Subcommittee wanted further research from staff.

DRAFT

Community Health Improvement Plan

*Presented by the
Portsmouth
Health Department*



This Community Health Improvement Plan was developed collaboratively with local service agencies and other stakeholders to define a vision and a starting point for future community health improvement planning. The Community Health Improvement Plan is the *community's plan*, intended to inform decision makers ahead of policy decisions and their implementation by City staff – not a *government plan* for the community. It works to paint a portrait of who our neighbors are and asks that, with a “Health In All Policies” approach in place, the City ensures it has the capacity and tools to consider the impact on our most vulnerable populations whenever and wherever policy, infrastructure, investment and planning decisions are made and implemented.

Many City departments and community nonprofits address services to improve “social determinants of health.” Promoting and supporting social connections and communicating the availability of services to the city’s vulnerable populations makes them less vulnerable and the city more resilient. In Portsmouth, nonprofit providers and agencies who are part of the overall public health services net deliver a broad range of services to the city’s vulnerable populations. This Plan is intended to outline important areas of support the City can provide without duplicating functions already working in County or State government or through Federal funding channels.

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OUR RECOMMENDATION: HEALTH IN ALL POLICIES

The City of Portsmouth Health Department is pleased to present the Community Health Improvement Plan. This report summarizes the results of a quantitative Community Health Profile conducted in 2022-23 and a number of qualitative Health Needs Assessment discussions with the agencies and clients of organizations who provide services to the most vulnerable and often underserved populations on the Seacoast.

HHealth is a state of complete physical, mental and social well-being and not merely the absence of disease or infirmity. – World Health Organization

Message from the Director of Public Health

On April 18, 2022, the Portsmouth City Council approved the expenditure of American Rescue Plan Act (ARPA) funds for a Community Health Improvement Plan in the wake of the Covid-19 global pandemic. This Plan is a result of a collective desire to gain a fuller understanding of this community's current makeup, the needs of vulnerable populations and ways the City can build toward the goal of more complete health and wellness for all citizens. This goal encompasses daily life through public health emergency response.

During the Covid-19 pandemic, it became clear that although all sectors of Portsmouth were impacted, several populations were impacted more severely, even to the point of losing the daily supports they needed to live safely. There are still many populations who are suffering the effects of the pandemic's destruction of their support systems. The erosion of those safety nets placed already vulnerable children and adults on the precipice of crisis. Not having supports available in non-emergency situations means that when emergencies happen the consequences are magnified, not only for those in these precarious situations, but for the community as a whole.

As public health programs across the country found during the Covid pandemic, even communities within the same state can have very different strengths, assets, risks and vulnerabilities that impact health and wellness. This awareness led the City of Portsmouth to coordinate a municipal Community Health Improvement Plan that identifies priorities and response strategies specific to the health and wellness needs of people who live and work in Greater Portsmouth.

Throughout this Plan, we highlight the needs of our most vulnerable groups. Though their numbers may be small in some cases, the pandemic left these residents less able to engage in daily life than before. Many feel unseen, unheard and left out of the recovery much of the rest of Portsmouth has enjoyed. This Community Health Improvement Plan gives the community the opportunity to change those impacts and perceptions and benefit from hearing a more diverse set of voices.

Although we are no longer in a public health emergency, many residents continue to be disproportionately impacted by natural and socio-economic events such as disease outbreaks and disasters, the elimination of services and reduced standards of care, climate change and other challenges.

The time to build resiliency, equity, fairness and inclusivity into our community is before the next disaster. This plan addresses the reality of those left in the wake of the pandemic, to give us a fuller understanding of this community's current demographic makeup, the presence and needs of vulnerable populations and the ways the City can support more complete health and wellness across the community.

The Community Health Profile is rich with data and information about Portsmouth as a whole. It is a snapshot in time. The information used is the best available, most reliable data; but there are some groups for which data simply isn't available. We will need to find better ways to quantify and include those residents or issues as we move forward with Community Health Improvement Planning.

The Community Health Needs Assessment was developed through community listening sessions with individuals and representatives from the identified vulnerable population groups to understand their needs, perspectives on attaining health and wellness in Portsmouth and the gaps that exist in serving those needs. It is by no means all-inclusive, yet there are common themes among many of our residents, and the assessment provides a foundation for further health and wellness improvement across the city.

The Community Health Improvement Plan includes several recommendations that provide a framework to address barriers that prevent all residents from achieving a healthy and fulfilling life and the promise of equal safety in disasters and public health emergencies.

In terms of methodology, this Plan is based on an analysis of available statistical data on the national, state, county and local levels and on qualitative community discussions with vulnerable individuals and the service agencies who provide direct care and support. (For links to these agencies and short profiles of the populations they serve, see the last page.)

The community input was strong and clear: individuals, and the agencies who support them, want to be involved in ongoing community health improvement planning, providing direct input and collaborating on problem solving that is very specific to their populations and their needs.

The takeaway from these assessments is that the biggest priority for the City of Portsmouth is to build a culture based on the philosophy of Health in All Policies. This document provides a starting point for in-depth and continuing health and wellness improvement planning across Portsmouth.

Modeled on the impactful “Portsmouth is an Eco-Municipality” example, this Plan recommends that the City of Portsmouth declare itself a “Health In All Policies Municipality” and build the foundations and resources to support that declaration.

The Community Health Improvement Plan is the *community’s plan*, not a *government plan* for the community. It works to paint a portrait of who our neighbors are and asks that the City ensure it has the capacity and tools to consider the impact on our most vulnerable populations whenever and wherever policy, infrastructure, investment and planning decisions are made and implemented.

The basis of a Community Health Improvement Plan is the understanding that an individual’s health is influenced by the interaction of many factors. These include genetics, biology, individual behavior, access and barriers to health care and social, economic, natural and built environments as well as what services are available to residents.

While professional medical care is vitally important, only a small portion (15–20%) of overall health and longevity can be attributed to formal health care. The “social determinants of health” that affect all members of the community (often disproportionately) -- including age, race, income, racism, climate change and a real or perceived lack of support that can leave some populations feeling unrecognized and underserved -- have a far greater impact on how long and how well people live than does direct medical care. The interaction among health, social and environmental factors is complex and requires a non-siloed approach to policy and planning.

Throughout the process of creating the Profile, the Assessment and the Plan, we have documented the implementation of several public and private strategies to address identified needs. Portsmouth is fortunate to have many very responsive and forward-thinking nonprofit and human-service-focused entities that tirelessly serve and advocate for their beneficiaries, especially the most vulnerable in our community. They are a vital part of local public health. This community would be much poorer, and less resilient, without them.

I would like to thank the Portsmouth City Council and City Manager Karen Conard for understanding and supporting this effort, along with the many residents and support agencies who participated in discussions with openness and honesty. I would also like to recognize the talent and efforts of our consultants Dr. Tory Jennison and Maria Sillari who shepherded these efforts, and the contributions of Johnson Adekile and Hannah Lightcap who aided in the research. I hope this process will be the springboard for a better future for all of our community.

With deep appreciation,

Kim McNamara,
City of Portsmouth
Director of Public Health



EXECUTIVE SUMMARY

The purpose of the Community Health Improvement Plan is to define a baseline snapshot of current (as of 2024) health needs in Portsmouth, to define the most vulnerable populations among residents and to recommend investment in processes and projects that improve community conditions. Following the process of identifying and quantifying those needs, this Plan suggests strategies – including Health In All Policies awareness – to increase engagement and the exchange of information and resources among the City of Portsmouth government and staff, citizens and local human services agencies and their clients and neighbors. The goal of this plan is to recommend promising evidence-based strategies the City can support to improve the community conditions that impact health and wellness, especially for vulnerable populations.

Not surprisingly, the priorities defined by the Needs Assessment and interviews include:

- Promote a healthy environment
- Increase access to workforce and supportive housing
- Increase access to transportation options
- Reduce food insecurity
- Reduce impacts of mental health challenges and social isolation
- Reduce impacts of substance misuse

This plan recommends that the City of Portsmouth:

- Develop a mechanism and allocate additional resources for individuals and nonprofits providing services to Portsmouth’s vulnerable residents to make their needs known to the City Council;
- Assess and adjust City services to reflect diverse, equitable and inclusive health and wellness practices; and
- Apply a “Health In All Policies” approach to City policy development and planning.
- Adopt City staff and government informational and communications practices that elevate awareness of the vulnerable and their needs and help advance solutions.

HEALTH IN ALL POLICIES

Using a Health In All Policies (HIAP) approach, the City will bring health, well-being and equity considerations into the development and implementation of policies, programs and services among all City departments, boards, committees and partner agencies. Health In All Policies offers an effective philosophy for responding to a variety of complex and often intertwined problems such as chronic illness, growing inequality and health inequities, an aging population, impacts of climate change and related threats to natural resources, while balancing City goals with available resources.

HEALTH IN ALL POLICIES

Health in All Policies can produce innovative and effective solutions by encouraging cross-departmental and cross-disciplinary thinking that serves residents equitably and sustainably.

Promoting a healthy community means addressing the themes highlighted in this plan: environmental factors, housing, transportation, food insecurity, mental health, social isolation and substance misuse. Following the recommendations outlined in this Plan can be as simple as considering the impact on health and the environment whenever policy decisions are being made.

Health In All Policies recommendations must offer best practices in delivering City services that ensure that vulnerable groups -- who are often marginalized due to these factors -- are served. The City must help them emerge from their perception that they are unknown to the rest of Portsmouth and left behind as Portsmouth progresses.

The Health In All Policies means:

- **Equity:** The City provides all community members with equal and effective City services, resources, opportunities and influence, so that all people achieve their full potential to thrive. Equity is a purposeful journey toward well-being for those most negatively impacted.
- **Inclusion:** The City treats all people respectfully, values all people for their distinctive skills, experiences and perspectives; engages all people in contributing to the community’s success; plans for the needs of all residents and leverages resources and City services fairly.
- **Sustainability:** The City provides services that meet the needs of current and future generations at the same time that they advance environmental conservation, economic prosperity and a high quality of life for all.

Promoting and supporting social connections and communicating the availability of services to the city’s vulnerable populations makes them stronger and the city more resilient. In Portsmouth, several City departments and the nonprofit providers who are part of the overall public health network deliver a broad range of services. This Plan is intended to outline important areas of support the City can provide without duplicating functions already working in City, county or state government or local nonprofits and human-service-focused organizations.

COMMUNITY HEALTH IMPROVEMENT PLANNING

What is a Community Health Improvement Plan (CHIP)?

A standard “best practice” for evaluating and guiding municipal public health, a “Community Health Improvement Plan” (CHIP) is based on a long-term, systematic, problem-solving process. Starting with community health assessment activities and conversations with collaborative stakeholders and the public, the Plan serves as a guiding document for a range of recommendations intended to improve community health and wellness.

The City facilitated a robust Community Health Needs Assessment to kick-off the CHIP process by developing a Profile of local, county, state and national demographic data, identifying vulnerable populations. The next step was to convene groups of key stakeholders including organizational partners and representatives of vulnerable/minority populations. By focusing on both quantitative data and qualitative expressions of the challenges and concerns that exist at the local level, the City is in a better position to implement effective strategies to increase the support necessary to improve the mental, behavioral and physical health and wellness of all residents.

This Community Health Improvement Plan was prepared by the City of Portsmouth Health Department with direct input from non-profits who serve these vulnerable populations and the individuals themselves. The report is divided into three sections:

1) **“Who is Portsmouth?”** – a statistical overview of Portsmouth residents (with comparisons to Rockingham County, the State of New Hampshire and national statistics).

2) **An assessment of the most vulnerable populations and their health needs in Greater Portsmouth.** This section seeks:

- Awareness of vulnerable populations in City planning, outreach, investment opportunities and infrastructure;
- To destigmatize mental health and increase community understanding that mental health is part of overall health and wellness;
- Increased community education and communication on topics identified in this Plan;
- Increased awareness of underserved populations: the needs and available resources for veterans, seniors, youth, the unhoused, disabled, minorities, LBGTQ+, low-income/underserved residents and others; and
- Collaborative efforts to supplement resources that address unanswered needs.

3) **Recurrent themes and health improvement needs based on extensive focus group and survey research among local service agencies and their clients.** This section addresses six recurrent themes among the City’s vulnerable populations: environmental health, housing, transportation, food insecurity, mental health/social isolation and substance misuse and offers some conclusions regarding the loss of social safety nets and their workforce due to these issues.



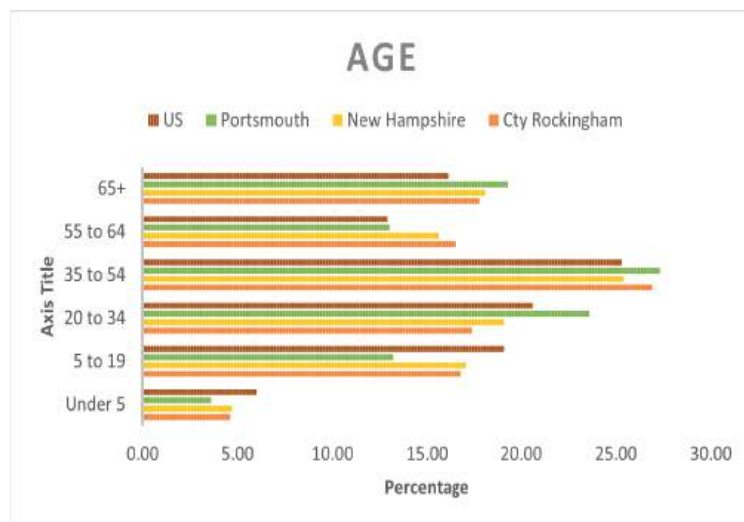
WHO IS PORTSMOUTH?

A Statistical Snapshot

Current Population = 22,713

In 2023 the City of Portsmouth Health Department hired the Community Health Institute to develop a Community Health Profile for Portsmouth. The profile used the best available, reliable data to paint a picture of who Portsmouth residents are and to identify the leading health issues facing the area while also using a comparative lens to analyze trends in the city, Rockingham County, the state of New Hampshire and the United States. The full Community Health Profile can be [found on the City website](#).

Population Trends: Portsmouth is currently growing at a rate of 1.09% annually and its population has increased by 4.49% since the most recent census, which recorded a population of 21,992 in 2020. The median resident age is 42.3 years. The median New Hampshire age is 43.3 years.



Age: Portsmouth has a greater proportion of residents 65 and older than either Rockingham County, the state of New Hampshire or the US. New Hampshire as a state has the second-oldest population in the United States. One out of every five NH residents is over the age of 60 and the latest demographic research shows these trends continuing. The state’s Office of Energy and Planning projects a 129% increase in the number of residents age 65+ and a 243% increase in the population age 85+ by 2040.

As the population ages, some develop disabilities that make it difficult or impossible for them to stay safe at home or evacuate if necessary. Grant programs that assist seniors in such situations often do not cover the expense of ramps, lifts and other repairs or equipment that could make a person’s home safer. Seniors generally want to remain in their homes; but those with fixed incomes often cannot afford these additional costs.

Sources:
 US Census Bureau (2020-2021,) American Community Surveys (2010-2021) 5-yr: S0101 Age and Sex.

In Portsmouth there are senior and disabled residents who lost their home health care and other social services during the pandemic. Dangerous conditions and situations now occur more frequently and go undetected longer than pre-pandemic. The loss of these daily living supports, isolation from family, friends, community and services have left more Portsmouth seniors and disabled residents in very poor, often life-threatening, situations that require far more intensive services such as hospitalization, rehabilitation stays and resultant disability supports that would have been avoided with earlier intervention.

There is a gap in oversight of seniors in need. The Portsmouth Health Department has seen an increase in the number of seniors in dire situations who are getting help far too late, as compared to pre-pandemic when neighbors, family and friends tended to check in and socialize with them more. There is undue suffering and loss in these situations.

There may be missed early-warning signals that might be provided by City employees in the neighborhoods and public housing: meter readers, tax and billing offices, PHA housing checks and other City employees.

It is also well established that pets add to improved mental health among seniors. However, pet expenses are sometimes difficult for seniors to afford. Pet food donation drives and other supports would allow seniors to maintain these important relationships and reduce the problem of homeless pets due to aging owners. Pets should be included in food security.

Many seniors take advantage of the Portsmouth Recreation programs. However, there are seniors who do not because they are homebound and disabled – both physically and cognitively – or lack transportation, financial resources or awareness of local recreation options.

Recommendations:

- Encourage and promote community outreach so neighbors, family and community members know where and how to refer any concerns about vulnerable residents and their living conditions.
- Include resources on the City website that can assist with identifying a person's eligibility for applicable benefits, resources and services.
- Identify opportunities the City may have for early identification of seniors at risk.
- Prioritize outreach and education to all of the potential contact points with isolated residents – Meals on Wheels, postal carriers, first responders, tax assessors, meter readers, etc.
- Continue to offer supportive recreation programs that can serve residents of all abilities, including the intellectually and developmentally disabled and seniors experiencing cognitive decline.
- Assess existing pet food and pet care donation programs for seniors, homeless and disabled pet owners.

Gender: The primary data source for population estimates by sex was the 2020 American Community Survey which makes no distinctions about sexual orientation or 'sex at birth'. Respondents were asked to respond either "male" or "female" based on how they currently identify their sex. According to that data, Portsmouth's population includes 10,975 males (48.3%) and 11,738 females (51.7%).

The City of Portsmouth recognizes the needs for gender-inclusivity and continues to look for the reliable data sources that provide such information and insights.

LGBTQ+ Youth: Service provider focus groups and school health and wellness advocates report that LGBTQ+ youth have difficulty, often spending months, before finding gender-affirming therapists or therapists with experience working with LGBTQ+ youth. Several youth mentioned being 'dropped' by therapists with little or no notice, that they are often being called by their birth name rather than the name they have chosen and of being mis-gendered and report that people are still equating being LGBTQ+ with having mental health issues.

School can be a difficult and often unfriendly environment for these youth. Many have been bullied and felt that bullying is not being addressed effectively.

Recommendations:

- Engage with the LGBTQ+ community and research possible resources of reliable data and insights on building inclusivity, equity, health and wellness for this demographic.
- Expand awareness and understanding of the challenges and needs facing the LGBTQ+ community.

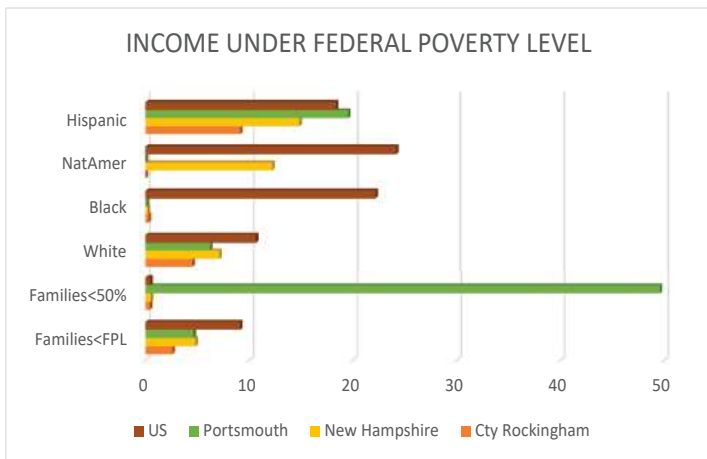
WHO IS PORTSMOUTH?

Household Income: In 2022, the estimated median household income in New Hampshire was \$89,992. For Rockingham County, the estimated median household income was \$107,442. For Portsmouth the median household income was \$100,169. The median household income for the US was \$74,580.

New Hampshire’s median household income last year climbed to \$96,838 after adjusting for inflation. According to the Economic Policy Institute, a family in 2024 would need between \$72,501 and \$94,597, depending on their location in New Hampshire, for a “modest yet adequate standard of living.” This estimate excludes costs like student loans, home ownership and entertainment.

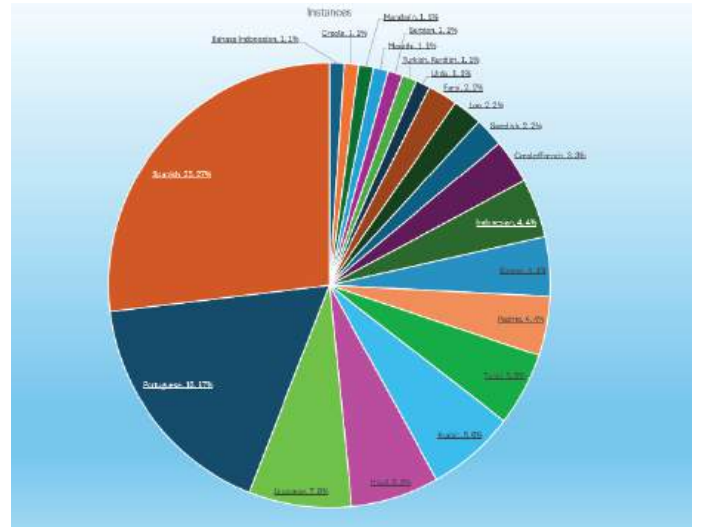
Poverty: Portsmouth has a smaller percentage of residents living at or below the Federal Poverty Line than NH or the US, although 2% more than in Rockingham County. The largest percentage of residents living at or below the poverty line are seniors (ages 65 and older), which is much higher in Portsmouth than in Rockingham County or NH. Portsmouth, with a high number of older veterans (ages 65 and older) has the highest rate of poverty among veterans in the state. Portsmouth residents identifying as Hispanic or Latino and those who have not received a high school diploma or GED are more likely to be living below the poverty line than White persons or high school graduates. Notably, more than 10% of Portsmouth’s residents identifying as Black are living at or below the poverty line, significantly higher than Rockingham County’s 3%.

A total of 13.1% residents identify as economically disadvantaged based on state and federal determinants such as being eligible for food stamps or SNAP, foster, migrant and homeless students, and those in families eligible for free or reduced-price meals. Also, 17.3% report at least one disability.



Sources:
Median household income U.S. 2022 | Statista
SRF Annual Median Household Income
US Census Bureau (2020). American Community Survey (2020) 5-year: S1501 Educational Attainment.
US Census Bureau (2020). Decennial Census (2020) P1 - Race, 2020: DEC Redistricting Data (PL94-171).
US Census Bureau. (2020). American Community Survey (2020) 5-year: S1810 Disability Characteristics).

Ethnicity: While 96.4% of Portsmouth residents speak only English, 9.6% speak one of 20 different languages reported by English-as-a-second-language students in Portsmouth schools. Portsmouth has a smaller percentage of naturalized citizens than the US. Of the naturalized citizens in Portsmouth, 43.6% originated from Asia, 40.7% from Europe, and 9.7% from Latin America. Among the Portsmouth Public Schools population, there are **20** known primary languages spoken in Portsmouth homes.



Race: Portsmouth has seen increases in the number of residents who identify as other races than White in the past 10 years. This increase suggests that the City should investigate providing multiple language translations when communicating affordable housing options and severe weather/emergency preparation information.

It proved difficult to reach minority groups during this Needs Assessment. Anecdotal evidence identified Black youth needs such as recreational opportunities, fresh foods, healthcare, transportation and outreach.

Recommendations:

- Develop a directory of resources and emergency information in the languages spoken in Portsmouth schools for the City website and other contact points.
- Encourage the community to make GED attainment more available to Speakers of Other Languages (ESOL) residents.
- Explore community availability of higher education opportunities for persons attaining a GED and provide outreach to those groups.
- Support expanded access to diverse, healthy food resources that meet cultural and economic needs.
- Work to build connections to various minority groups to understand local demographics and needs more fully.
- Extend research to include ESOL families and individuals, immigrants and naturalized citizens.

Disability: In 2020, the data reported that 9.9% of Portsmouth's population was affected by one or more disabilities including hearing, vision, cognitive skill, ambulatory, self-care and the ability to live independently. For children younger than 5 hearing and vision difficulty are used to determine disability status. For children and youth between the ages of 5 and 14, disability status is determined based on hearing, vision, cognitive, ambulatory and self-care difficulties. The most reported disability in Portsmouth children and youth younger than 18 is cognitive disability. For children and youth ages 6-18 the most common type of cognitive disability is a specific learning disability, followed by speech or language disabilities.

Intellectually and developmentally disabled residents experience a range of needs. Some may need daily instruction and supervision, many need consistent reinforcement to maintain skills that have taken years to master. This demographic is extremely vulnerable, throughout their lifespan.

Covid-19 created severe setbacks in daily skills, routine, socialization and opportunity for many. A loss of programs, support staff and employment in this high-risk population left many languishing. Without a workforce or daily structure outside of the home, many families had to provide what support and instruction they could, without respite, often experiencing an economic loss of their own without alternative caregivers to allow them to work. It is not uncommon for support to fall solely on families even during non-emergency times. Housing pressure has caused much of the local housing for disabled residents in neighborhoods to disappear. One new supportive housing program was built, but the cost was hundreds of thousands upfront for the person applying, which is out of reach for most families.

By law, persons with developmental disabilities have certain Client Rights, however the system of support that is available in NH is mostly for adult foster care (home providers) which limits control, choice, housing stability and several other tenets of Clients Rights. People living in these homes are essentially guests in others' homes and are constantly at risk of losing that housing when the foster caregiver quits. This leads to substantial, traumatic housing instability for these most vulnerable residents, some of whom are already suffering from trauma on multiple levels. Individuals in these situations do not have control of their own care budgets and are not always given the options and opportunities to make personal choices and decisions, (e.g. what foods they can eat, whom they can live with, etc.) even though they have those rights.

Adult foster care home providers and vendor agencies may discontinue care for a person with developmental disabilities, even without safe, alternative, hands-on direct care in place. Persons with intellectual development disabilities who lose services can become homeless, be placed in substandard care/support situations and have been dropped off at local emergency departments where they can languish for months. Or they might move from place to place until a stable situation is found, which can further traumatize them.

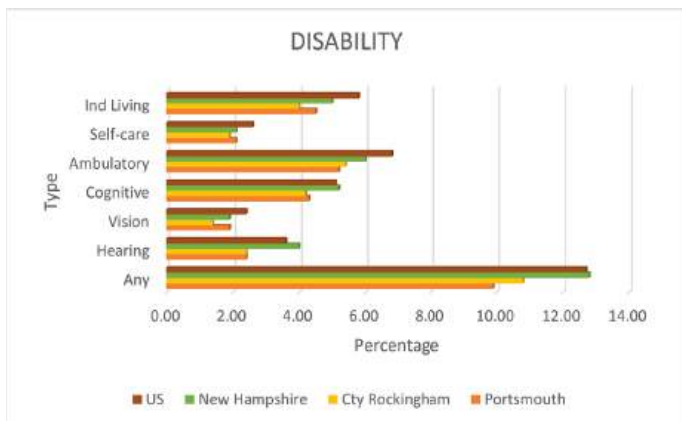
Persons with developmental disabilities do not have entitlements to services, even though they are fully dependent on them, often 24/7.

Since intellectual developmental disabilities are persistent across a life-span, this population also faces the same issues seen in the general public. Intellectual and developmentally disabled members of the community are also aging and generally outlive aged parents. Little has been done except by the families of these residents (for whom there are few options), across the state or locally, to plan for the long-term needs of this population.

Local area agencies cannot always meet the needs of these vulnerable individuals and there is an urgent need for more holistic supportive residential programs that provide both housing and the daily, consistent supports required for these individuals to live fulfilling, happy, safe and healthy lives. These holistic models are more able to absorb workforce shortages and emergencies. They create a more stable, long-term, permanent solution to the displacement that many developmentally disabled residents have experienced and offer individuals the actual choice and independence that are their legal right. However, finding appropriate housing that meets local zoning requirements and is affordable, is difficult. Sometimes housing or neighborhood associations disallow non-related individuals or multi-units. These models also improve the ability to continue programming and residential services during pandemics and other disasters or disruptions

Recommendations:

- Encourage the Legislative Subcommittee to support protections so that the agencies and individuals providing direct care and housing cannot discontinue services to persons with disabilities without alternative safe, hands-on, direct care in place.
- Support zoning that accommodates access to safe housing options for vulnerable populations, especially disabled residents.
- Support zoning for ADUs that facilitate caring for aging and disabled residents who need more assistance.
- Continue to support zoning ordinances that encourage construction of affordable housing.



WHO IS PORTSMOUTH?

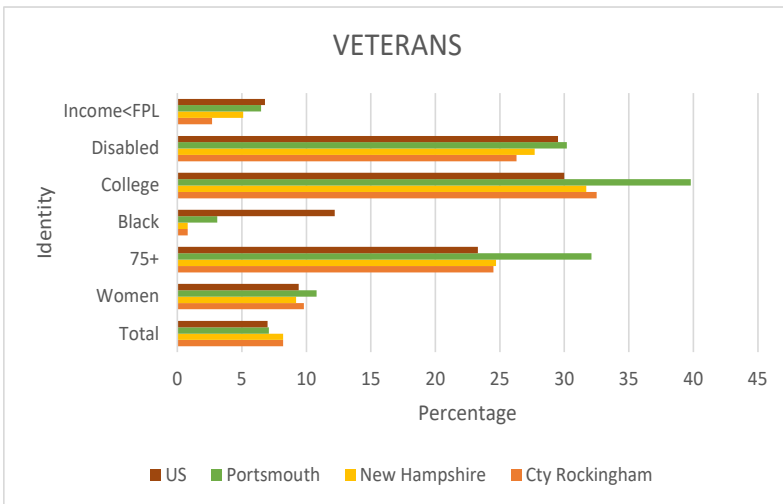
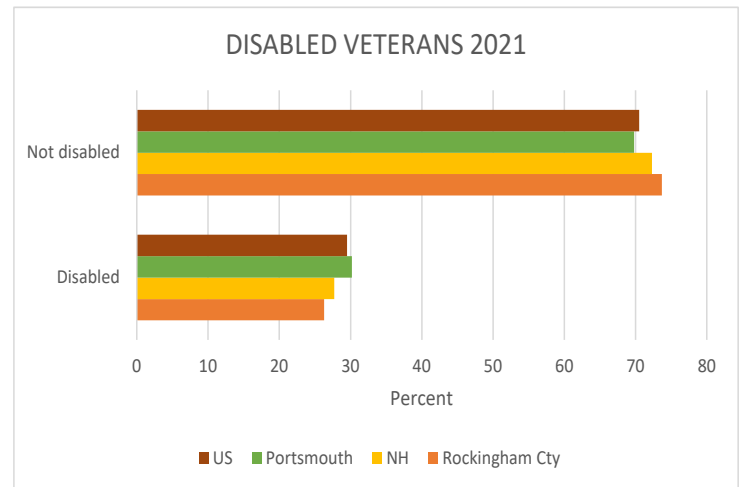
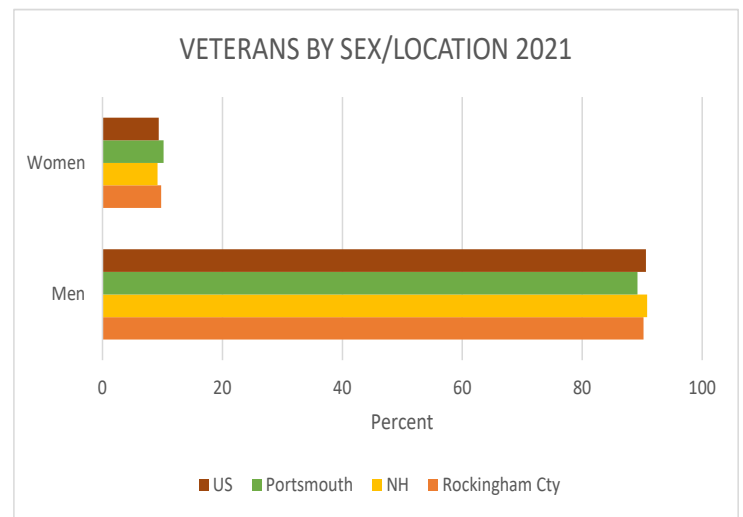
Veterans: NH has the 17th-largest veteran population within the US, with more than 87,000 veterans living in the state. Of those living in Portsmouth, 10.8% are women -- more than the County or State percentages. Portsmouth also has a much higher percentage of older veterans than Rockingham County, the state or the US. Portsmouth's veterans are primarily White, although Portsmouth's population of Black veterans is much greater (3.1%) than those of Rockingham County or NH (both 0.8%). This may be due to the fact that the number of Black veterans may have remained constant while the number of Portsmouth residents overall who identify as Black has declined and are therefore proportionally a larger group in that population.

Veterans in Portsmouth have received more education, with nearly 40% possessing a bachelor's degree or higher compared to Rockingham County's 32.5%, NH's 31.7%, and the US's 30%. Yet Portsmouth has a higher percentage of veterans living below the federal poverty line than in Rockingham County and NH. Portsmouth also has more veterans with a disability when compared to Rockingham County and NH veterans, possibly due to Portsmouth's older veteran population.

A study released in 2006 found that NH had a significantly higher rate of suicide among veterans than the national rate. Portsmouth specific information is not available.

Recommendations

- Further inquiry about issues affecting Portsmouth veterans should follow as outreach to Portsmouth veterans proved to be challenging during this study.
- Maintain City representation at the Seacoast Veterans Coalition.



Oral/dental health is an important component of overall health and wellness. Considerations should be made for residents, particularly children, living with homelessness, substance misuse, mental health needs and developmental disabilities as well as to other vulnerable groups who do not often share in equitable dental and oral healthcare. For these populations, dental services are rare. Very few accept Medicaid and waitlists are long. Workforce shortages in dental care and a lack of insurance add to the disparity in oral health locally.

Recommendations:

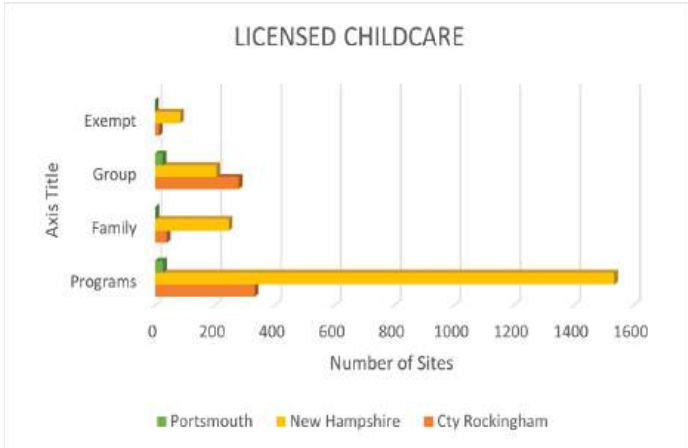
- Investigate and support extending dental services to economically challenged and uninsured populations.
- Investigate and support mobile dental van services.
- Support increased awareness of and access to Medicaid benefits.
- Consider City membership in the Oral Health Coalition.

Sources: Office of Mental Health and Suicide Prevention (2016). NH Veteran Suicide Data Sheet, US Department of Veterans Affairs.

US Census Bureau (2021) American Community Survey (2021) 5-year estimates S2101 Veteran Status Veterans Health Administration



Child Care: Portsmouth has 14 licensed childcare facilities ranging from in-home providers who care for a few children to large childcare centers. The graph below shows the number of licensed childcare facilities as of 2022. The average cost of licensed child care in New Hampshire makes up greater than 12% of the household median income, with single parents paying 41% of their income for infant care. For married parents with two children at the poverty line the cost of child care equals 91% of their income. It is important to note that even school-age children require before- and after-school care.



A community cannot recover without safe people and places to care for and educate youth and children. During the pandemic, local daycares experienced drastic reductions in their workforce, which in turn reduced the number of children they could care for. This meant parents could not return to work once the pandemic restrictions were lifted. Childcare and youth crisis intervention programs must meet required ratios of staff to children to maintain their state licensing and funding. There are still challenges facing childcare families and workforce: cost of living increases, lack of affordable housing, a continued general reduction in the workforce, high turnover, lack of available safe childcare for hours outside of the traditional weekday schedule. These stressors on daycare increase the risk of unlicensed providers that may not meet safety requirements becoming more prevalent. There is also a lack of local foster care for children in extreme need because they don't have homes.

Vulnerable Children & Youth: Portsmouth has six public schools (high school, alternative high school, middle school and three elementary schools) within the district with 2,747 students enrolled. Of those students, 79.7% are White, 13.1% are identified as economically disadvantaged and 17.3% report having at least one disability.

Recommendations:

- Boost awareness of continued extra \$40 in SNAP benefits during the summer months.



HEALTH NEEDS ASSESSMENT

There is a large network in the city, made up of hundreds of professionals in numerous non-profits and human service focused agencies serving vulnerable populations, that are an important part of public health. It is important to maintain the bridge from the City to these groups and to build these relationships when there isn't a crisis like Covid-19.

This document gives those in decision-making roles both an awareness of the needs and actionable suggestions for serving vulnerable populations. As a vibrant, growing, robust community, Portsmouth brings both unique assets and often-overlapping vulnerabilities to its needs. This Plan identifies the specific themes of vulnerability and the populations affected by them.

To collect qualitative information to inform this Plan, the City Health Department contracted with Maria Sillari to conduct focus groups and interviews with local health and human services agencies and their clients. Those dialogues repeatedly raised the same concerns and themes among the most vulnerable in the community.

This section summarizes those findings and offers some specific recommendations for building a healthier, more resilient community by addressing the need to:

- Promote a healthy environment
- Increase access to housing
- Increase access to transportation options
- Reduce food insecurity
- Reduce negative impacts of mental health conditions and social isolation
- Reduce negative impacts of substance misuse

The included recommendations were suggested by the focus groups and individual interviews, complemented with best practices adopted by other municipalities. Recognizing that resources are limited and that some recommendations are already funded by county, state and federal agencies, these were selected as having potential for City influence, funding, infrastructure, planning and engagement or existing support from human service agencies or other nonprofits.

Among other findings, this report also asks Portsmouth to:

Improve access to engagement opportunities between the City and residents to increase the exchange of information, resources and ideas, especially in relation to vulnerable populations.



Community Health & Wellness Recommendations:

- Outreach regarding resources available to assess NH Medicaid eligibility and enrollment assistance for SNAP and other benefits.
- Enhance opportunities to train the City workforce in cultural competence for underserved communities.
- Expand regional EMT and nursing services for homebound residents.
- Ensure that translation services are readily available in all City departments and services.
- Increase access to opportunities for physical recreation.
- Continue the City commitment to ensuring physical accessibility to all City facilities at all times.
- Cross-promote partner agencies' community-wide campaigns and events for risk factor screenings, education and policy or program initiatives.
- Consistent accommodation by the Library (or another venue) as a warming/cooling center (and provide an additional AED at the Library).
- Provide showers and laundry facilities for those who are unhoused.

HEALTHY ENVIRONMENT

A healthy environment provides the foundation for the way people live, learn, work and play. Exposure to environmental hazards like air pollution and lead or other contaminants in soil and drinking water can lead to serious health complications such as asthma, heart disease, cancer and dementia. Although it is well documented that spending time in nature is beneficial to mental health, several people in the focus groups identified lack of access to clean and safe natural areas as a barrier to their health and wellness.

The City works to promote a healthy environment for everyone in Portsmouth through investment in and oversight of policies, programs and technologies that reduce chemical and other exposure risks in air, water, soil and food.

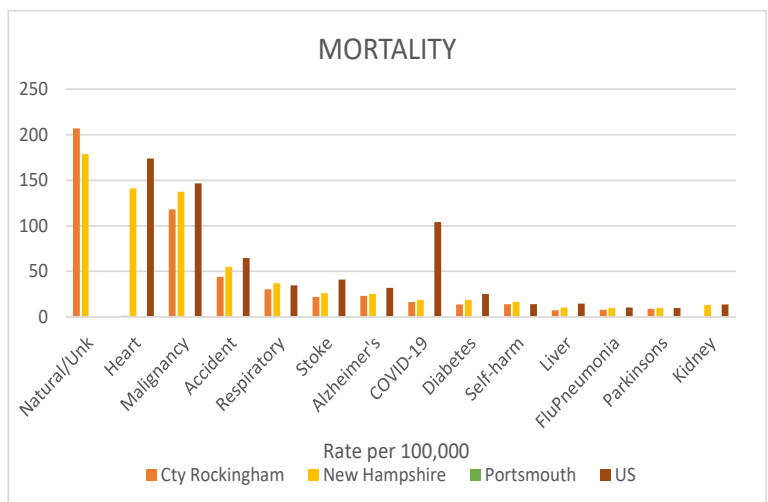
As interconnected systems in the environment are disrupted by rising temperatures around the world, communities become more vulnerable to catastrophic conditions. Extreme heat and cold, severe storms, air pollution, wildfires and the spread of mosquito- and tick-borne diseases threaten the physical and mental health of all communities. These adverse conditions disproportionately affect vulnerable populations, including those with disabilities and chronic illness, communities of color, people experiencing homelessness and outdoor workers. It is vital to identify opportunities to reduce those burdens as a key community health improvement plan priority.

Recommendations:

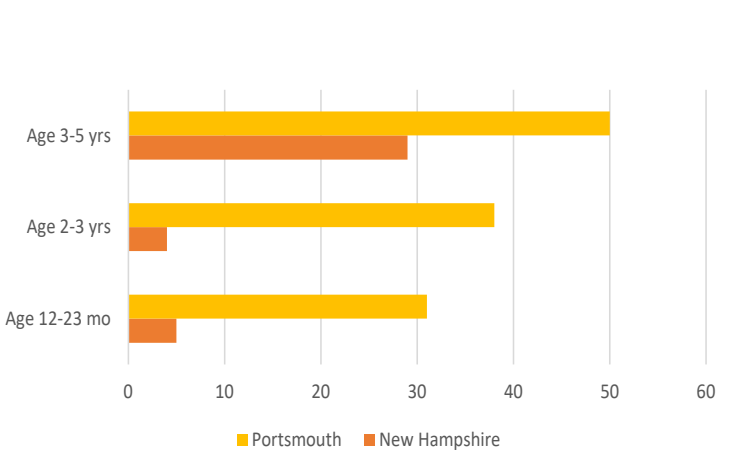
- Sustain the City’s commitment to the [Open Space Plan](#) for the public benefit and rewild City-owned vacant lots.
- Implement the “Loose Litter, Trash and Deleterious Materials Ordinance.”
- Implement the City’s [Climate Action Plan](#) and support its [Eco-Municipality commitment](#) and ordinances.
- Transition to clean options by deploying zero-emission vehicles and fuels for City vehicles and ensure operators follow gasoline refueling instructions for efficient vapor recovery.
- Support RE-Biking and the City’s [Bike Pedestrian Plan](#).
- Provide for and encourage participation in water safety programs and encourage free swim lessons for all. Preventing the risk of drowning is as important as learning to swim.
- Climate change increases the need for cooling, so support providing accessible “splashpad” play areas for equitable and safe cooling in heat waves.
- Support and publicize the City’s ongoing efforts and collaboration with the EPA, state and local landowners to protect significant geographical areas e.g. land surrounding the Bellamy Reservoir, the 100 Acre Woods and other open space.
- Continue implementation of MS4 compliance regarding City sewage treatment systems, including septic-to-sewer replacement subsidies. for the protection of the City’s drinking water system and marine environment.

- Support Planning and Sustainability Department and land board zoning efforts to locate job centers, shopping, schools, entertainment and essential services near where people live to reduce commute burdens, improve walkability and bikeability and improve quality of life.
- Continue to support the City’s [“Green Building” policy and energy efficiency projects](#) and Water/Wastewater/Stormwater Division’s [“Think Blue”](#) outreach efforts to reduce Great Bay nitrogen.
- Communities and developers can reduce runoff quantity, protect water quality and conserve water by developing compactly, preserving ecologically critical open space and using green infrastructure strategies.
- Implement regular outreach communications by the Health Department on significant local public health issues such as lead testing, mosquito and other vector-borne diseases and other current health hazards.
- Continue to implement the City’s [Mosquito Control Program](#), education and outreach.
- Implement new or expanded transportation options to increase the use of public transportation and reduce air pollution. (City’s ongoing Congestion Mitigation and Air Quality (CMAQ) grant projects.

Mortality & Prime Threats: Portsmouth-specific data were not available for causes/rates of mortality; therefore, this section looks at mortality in Rockingham County as compared to the rest of NH and the US, where rates were available. The top cause of death listed in Rockingham County is “other/unknown” (207.0 per 100,000). This rate is higher than the rate of “other/unknown” deaths in NH (178.7 per 100,000). The next top three causes of death in Rockingham County were cancerous tumors, accidents/unintentional injuries and respiratory diseases. The mortality rate from heart disease in the county (1.3 per 100,000) is far less than the state (141.2 per 100,000) and the US (165.0 per 100,000).



PERCENT DROP IN LEAD TESTING 2020-2021

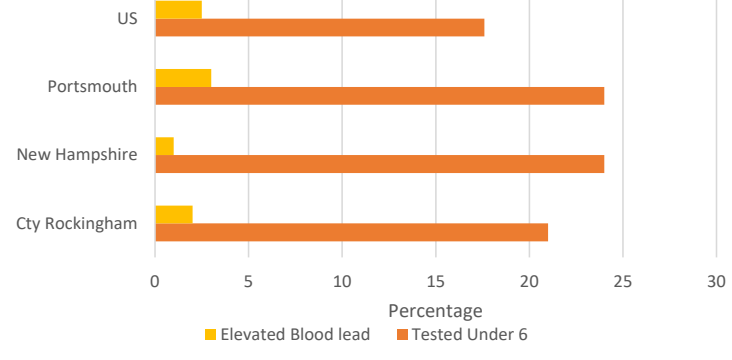


Blood Testing for Lead: Portsmouth is a 400+-year old city, with more than 60% of its housing stock built before 1978, the year lead paint was banned. In July 2021, the NH Public Health Action Level for lead, requiring nurse case management and a lead exposure investigation, was lowered from 7.5 µg/dL to 5 µg/dL or higher for children age 6 or younger. At the same time there was a 25% drop in the number of children age 6 or younger tested for lead exposure between 2019 and 2021. Decreases in the number and testing rate of children age 6 or younger, as required, in recent years has been associated with the Covid-19 pandemic and the nationwide recall of point-of-care (in-office) blood lead testing supplies. This has caused NH pediatric blood lead level testing numbers to drop to the lowest level they have been since 2017. The percentage of children aged 6 or younger tested for elevated blood lead levels (EBLL) in Portsmouth is lower than NH’s overall percentage of children age 6 or younger tested. The change in testing rates in Portsmouth from 2020, however, are much greater than the change in NH’s testing: ~31% fewer children ages 12 to 23 months were tested, ~38% fewer children ages 24 to 35 months were tested, and just 50% of children ages 36 to 72 months were tested.

Recommendations:

- Promote blood-lead testing and provide education on the dangers of lead paint.
- Implement a rental housing inspection program that includes lead paint inspections and corrective requirements.
- Offer EPA Lead Renovators, Repair and Painting (RRP) Certification to the High School Career Technical Education program.

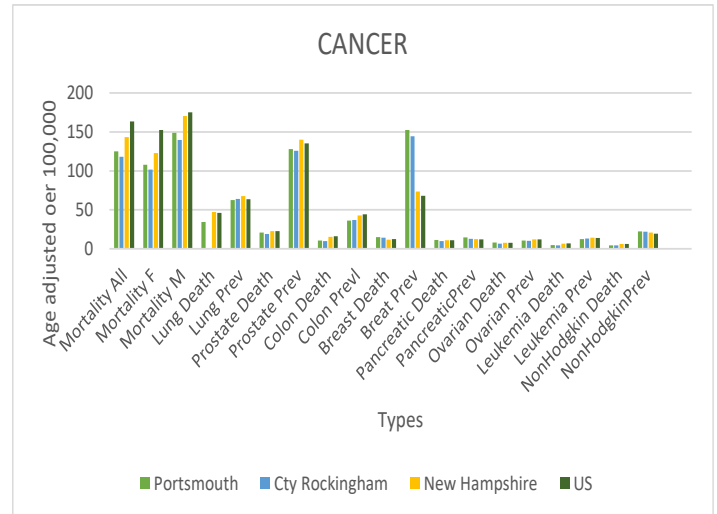
LEAD TESTING UNDER AGE 6 2015-2019



Cancer is one of the leading causes of death in Rockingham County, NH, and the US. Portsmouth-specific data is not available but cancer is likely to be one of the leading causes of death in Portsmouth given the prevalence in the county and state. The most common type of cancer throughout Rockingham County is breast cancer. In fact, NH has the fourth highest rate of breast cancer in the US. Many cancers are linked to environmental factors and cancer is so prevalent and can be due to many factors that it is almost never certain (aside from well-researched genetic evidence and specific environmental research) what caused a specific individual’s cancer. However, as more research provides more proof, people should be aware that chemicals in the environment are linked to cancers and should educate themselves on their presence and risks so they can be better-informed consumers.

Recommendations:

- Increase consumer awareness of environmental risks.
- Develop health risk assessment process for City procurement of materials for construction, consumption and other exposures.
- Continue to support the initiatives of the City’s [Safe Water Advisory Group](#), [Sustainability Committee](#), [Conservation Commission](#), [Portsmouth Energy Advisory Committee](#) and other citizen advisory boards.



Recommendations:

- Increase access to childcare – childcare costs are a barrier for clients seeking therapist treatment.
- Increase affordable, multi-unit housing for transitional or supported housing beds.
- Increase recovery/sober housing – there is only one site in the region, Magnolia House in Hampton.
- Advocate for funding to cover non-reimbursable Functional Support Services such as therapeutic behavioral intervention and services, family support, medication management, crisis intervention, targeted case management for those who don't have Medicaid or cannot afford care. Also identify funding for seniors who have only Medicare and would benefit from these services.
- Identify funds to cover alternative housing for clients who are at risk for homeless such as paying for motel stays.
- Ensure the City's Cable, Internet and Broadband Commission initiatives address accessibility for socially isolated populations.
- Increase access to transportation in the form of cab vouchers or purchasing a van and covering the cost of a driver and insurance for bringing therapists' clients to and from appointments.

Sources for Healthy Environment and Transportation sections:

NH Public Health Child Care Licensing Unit (2022); US Department of Health and Human Services Office of Child Care (2019).

NHDHHS Wisdom Data Portal: Cancer Mortality (2017-21)
Portsmouth data is not available.

CDC Wide-ranging Online Data for Epidemiologic Research (WONDER) (2019), NHDHHS Wisdom Data Portal: Cancer Mortality (2017-21)

Healthy Homes and Lead Poisoning Prevention Program. (2023). 2021 Lead Exposure In NH Data Brief (NH DHHS).

NH Wisdom (US census data)

[Rockingham County Planning Commission - NH Long Range Transportation Plan](#)

Seacoast Transportation Corridor Vulnerability & Assessment Plan (2015 – Rockingham Planning)

According to [Johns Hopkins' Center for Gun Violence Solutions Report](#), gun violence is a public health epidemic that affects the well-being and public safety of all Americans. In 2021, nearly 49,000 Americans were killed by gun violence, more than the number of Americans killed in car crashes.

An additional 76,000 Americans suffer nonfatal firearm injuries, and millions of Americans face the trauma of losing a loved one or living in fear of being shot. The impacts of gun violence, both direct and indirect, inflict an enormous burden on American society. When compared to other communicable and infectious diseases, gun violence often poses a larger burden on society in terms of potential years of life lost. In 2020, firearm deaths accounted for 1,131,105 years of potential life lost before the age of 65 -- more than diabetes, stroke, and liver disease combined.

Gun violence touches many Americans, from all walks of life, and across demographic groups. Some sobering facts about gun violence:

- Half of all suicide deaths are by firearm and 90% of suicide attempts by firearm are deadly.
- Access to a firearm in the home increases the odds of suicide more than three-fold, and doubles the risk for homicide.
- The firearm homicide rate in the United States is 25.2 times higher than other industrialized countries More than half of female intimate partner homicides are committed with a gun.
- A woman is five times more likely to be murdered when her abuser has access to a gun.
- Each year, more than 520 people die from unintentional firearm injuries, more than 140 of them children and teens
- Each year, there are approximately 600 mass shootings with four or more people shot and/or killed in a single event, with more than 500 people are killed and 2,000 are injured in these events annually. From 2013 to 2022, the number of mass shootings doubled.

Recommendations:

- [Advocate for gun safety](#)
- [Educate the community on the public health crisis of gun violence and its effect of school shootings on the mental health of children, students and parents.](#)
- [Encourage the City's Legislative Subcommittee to support NH Legislative efforts to address gun safety.](#)
- [Consider providing information on gun locks, gun safes and other equipment -- similar to the approach for smoke detectors and fire safety information -- during community wellness events.](#)



Discussions on
Places to Live
in Portsmouth
Kickoff
Hearing Event
Portsmouth
listens

HOUSING

Household Statistics: Portsmouth has a slightly smaller average household size than the county, state or US. The number of households is split almost evenly between family (51%) and non-family (49%) households. The number of households with children (18%) has declined by 4%.

Housing Types, Housing Costs: Compared to Rockingham County or NH, Portsmouth has the most rented occupied units, with nearly half of all occupied housing units being renter-occupied versus owner-occupied. Renters in Portsmouth are also more likely to pay more in rent: In 2023, The median rent in Portsmouth for a two-bedroom apartment with utilities was \$2,306, compared to Rockingham County at \$2,069 and NH at \$1,833. All three estimates increased by more than 30 percent compared to 2019.

New Hampshire renters need to make more than \$73,000 a year in income, or 156% of the estimated statewide median renter income, to be able to afford the \$1,833 a month median cost of a two-bedroom apartment with utilities.

The 2023 New Hampshire Statewide Housing Needs Assessment, which was conducted by Root Policy Research on behalf of New Hampshire Housing, found that the state needs 60,000 more housing units between 2020 and 2030, and nearly 90,000 units between 2020 and 2040. This estimate includes the state’s current housing shortage of over 23,500 units needed to stabilize the housing supply. Additional key findings in this report noted:

High cost of houses: From 2019 to 2022, the median home price in NH rose by 50%. As a result, middle to high income renter households are less likely to become homeowners.

High cost of rent: The state’s extremely low vacancy rate favors higher-income renters, as demand pushes rents beyond affordability levels for others, especially lower-income renters.

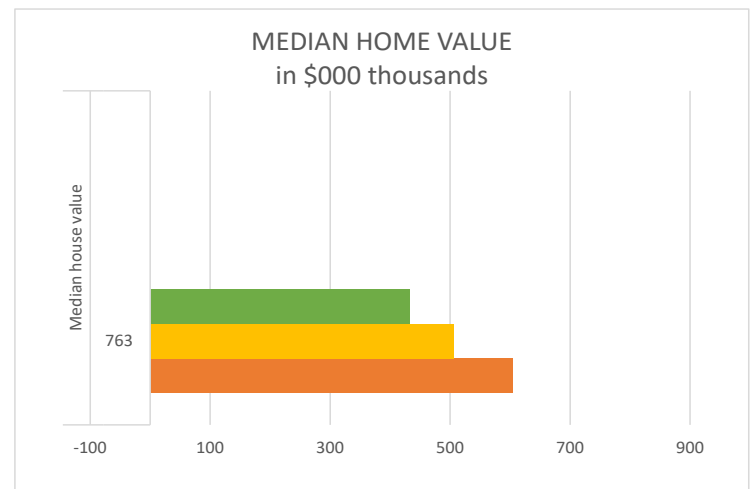
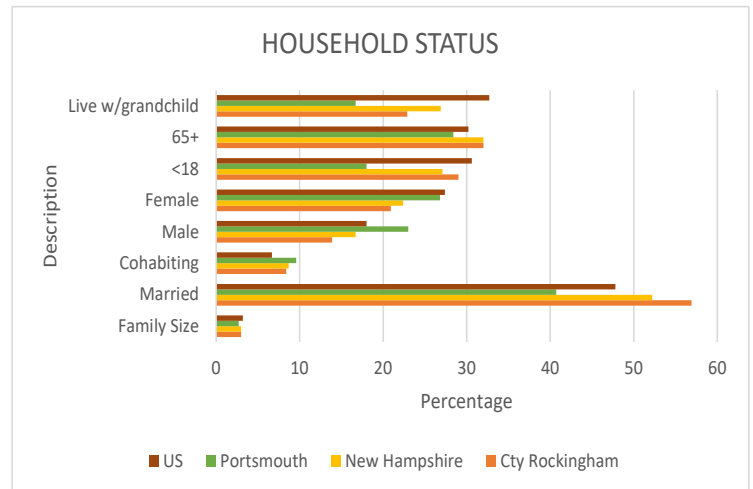
Rent and home price increases outpaced wage growth. Between 2000 and 2020, New Hampshire’s home sales prices rose 111% and rents increased 94%, while household median income increased only 73%.

Aging in place: Population growth is expected to continue to slow through 2040, and NH’s population will become older, with fewer children per household. The desire to “age in place” will continue to limit the supply of homes available to purchase.

Lack of affordable housing makes it difficult for families to stay in the area and many of the families these organizations work with need subsidized housing. Therefore, transportation becomes an even larger barrier to reuniting families.

Recommendations to the City Housing Committee:

- Support zoning ordinances that encourage construction of affordable housing including multi-unit homes for disabled residents and expanded housing facilities on sites related to residential programs.
- Consider tax breaks for residents providing foster care in their owned homes.
- Develop a collaborative team process between applicants, vendors, and City Health and Planning & Sustainability Departments and boards to assess and understand the health impacts of proposed work.
- Support zoning ordinances that encourage construction of affordable housing including multi-unit homes for disabled residents.
- Allow the addition of a bedroom/in-law unit (ADU) for the purpose of caring for aging disabled residents who need more assistance (aging in place).

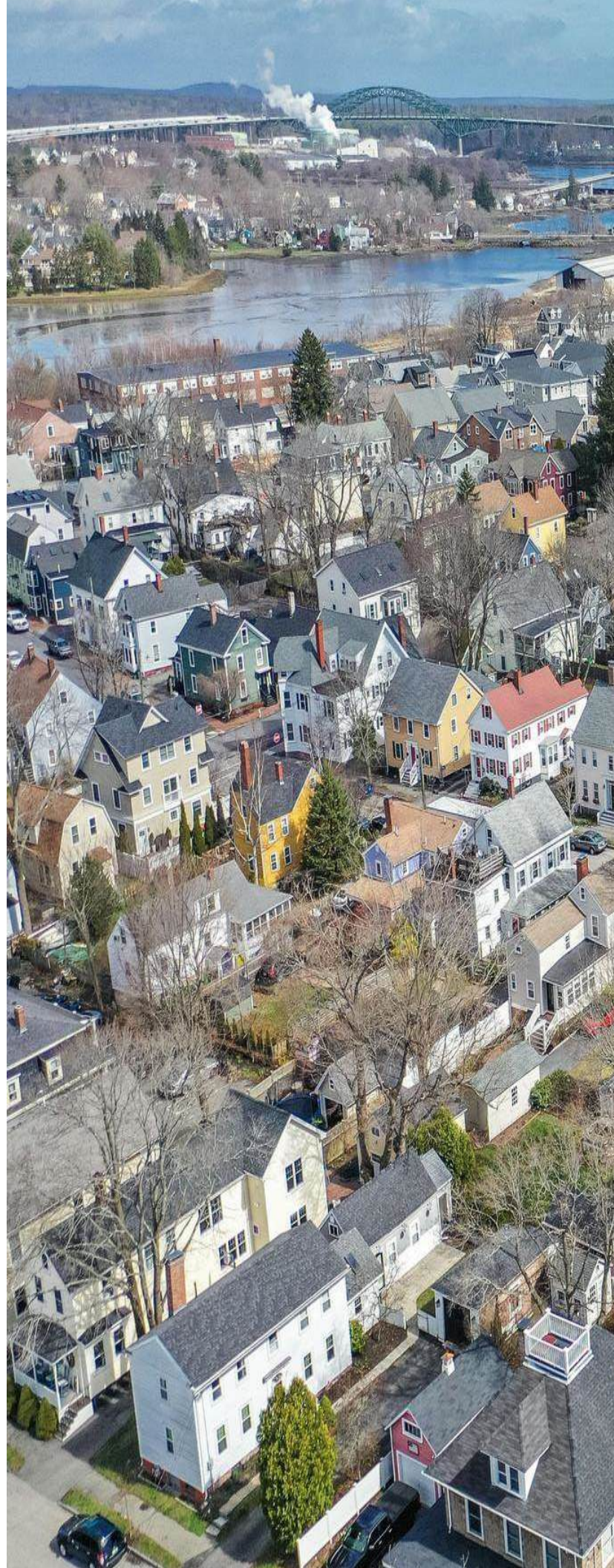


Sources: 2023 New Hampshire Statewide Housing Needs Assessment, 2023-NH-Statewide-Housing-Needs-Assessment.(nhhfa.org) US Census Bureau (2021) American Community Survey (2021) 5-year: DP02 Selected Social Characteristics.

Caregiver Workforce Housing: For residential and other 24/7 or second or third-shift direct-care organizations, the workforce is particularly difficult to find, particularly for overnight and weekends. These positions struggle to pay a living wage in the face of increased cost of living and a lack of affordable housing adds to the difficulty. During the pandemic, youth in residential programs suffered by having family visits stalled, school becoming remote and their freedom to work in and enjoy the community halted. These stressors resulted in higher mental health needs, higher physical needs, and significant feelings of isolation. Many of these children have already experienced trauma, housing insecurity, food insecurity, and many are extremely low-income. Additionally, caregiver workforce shortages reduce the number of youth and families served, delaying necessary treatment and crisis stabilization.

Recommendations:

- Support zoning that allows for adequate housing facilities on sites related to residential programs.
- Consider property tax exemptions for foster care homes.
- Develop collaborations between the Health Department and Planning department and boards and residential programs to help navigate variance and exception processes.
- All City departments, especially Planning, DPW and Economic Development, should consider the impact and need for neighborhood improvements on vulnerable populations in their vicinity.
- Support programs offering rental assistance.
- Create permanent affordable housing development and preservation initiatives.
- Prioritize supportive housing options for special populations, e.g. intellectually and developmentally disabled, physically and mentally disabled, veterans and persons recovering from substance use disorder.
- Create affordable housing options for current and potential workforce and older adults.



Homelessness: Cross Roads House has seen the proportion of 62+-age population increase from 11% to 15% in one year. The trend is expected to continue particularly as market pressures force older New Hampshire residents on fixed incomes to make way for those who can afford to pay higher rents. Single parents on fixed incomes facing the multiple challenges of life are also just as vulnerable as are youth. In March 2021, InDepthNH estimated, based on University of Chicago research, that New Hampshire has 15,000 couch-surfing youth. Statistics kept by NHDOE counted 3,378 homeless children in 2021-22.

Approximately 12% of the population – in NH that means 138,900 people – are homeless at some point. One third of these people are women and children, with kids under 9 being the fastest-growing group experiencing housing instability. There are fewer than 800 shelter beds in the state on any given night but there were 4,682 people unsheltered in the 2021 January Point in Time Count. The causes of homelessness can be reduced to two big factors: poverty and system failures in health care, mental health care, child protective services, public education and criminal justice systems.

Inadequate or unsafe housing conditions are associated with a wide range of health conditions, including respiratory infections, lead poisoning, injuries and poor mental health. Unstable housing also negatively impacts the ability to access health care and the services and supports that can protect people from more dangerous conditions. Those who are homeless are more likely to get sick, become more severely ill when they do get sick and are more likely to die early than their housed neighbors. The costs associated with caring for people experiencing homelessness include increased use of hospital emergency rooms and more time spent in hospitals, often due to a lack of consistent primary care.

Frequently moving from place to place, falling behind on rent, doubling-up or couch surfing are all examples of housing instability that also negatively affect health, especially youth and children. Housing instability is associated with increased risks of teen pregnancy, early drug use and depression.

The local homeless population has grown with the housing crisis, but there are other factors involved as well. Today's homeless population includes segments of the society that used to be cared for elsewhere, such as persons with dementia and persons with developmental disabilities. Being unhoused presents significant risks but when another incapacitation is factored in, the danger of poor outcomes is elevated.

Consequences of homelessness contribute to the difficulty of getting out of homelessness, including the reality that employment requires access to power (for technology), clean clothing, rest and access to showers and hygiene. There is also concern for unhoused homeless in emergencies. This population can be difficult to reach with severe event warnings, life-saving evacuation instructions. Plus, local emergency response shelters may fill with chronically unhoused, putting strain on the local ability to shelter other residents or vulnerable populations from areas affected by an emergency.

“Homelessness has no bounds, but it will always impact most deeply our vulnerable populations. The poor, the marginalized and, increasingly, our elderly. As a society, we fail to understand that housing is not just four walls. These are places to find stability and heal to prepare for the rest of life and, hopefully, to prosper.” Will Arvelo, Cross Roads House



TRANSPORTATION

Transportation systems help people reach everyday destinations for work, school, food and health care. Transportation barriers that prevent or limit reliable access to those places can have a big impact on health and wellness. Portsmouth, Rockingham County and NH are not well served by public transportation, so not having a vehicle is a greater disadvantage than in less rural states. Almost 6% of Portsmouth residents reported not having access to a vehicle between 2017 and 2021. That figure is above NH's average rate of 4.7%. Local transportation barriers are numerous and the system seems to lack the flexibility to meet the often complex needs of vulnerable populations.

Almost 11% of Portsmouth residents receive disability support, making them eligible for COAST ADA transportation benefits, but the service boundaries are limited to within a half mile of the regular route bus stops. In addition, while a COAST bus route may exist, the travel time from Point A to Point B can be impractical. Medicaid reimburses for transportation but service is often not available. Users may have language, financial, physical or cognitive difficulties in navigating transportation challenges, which may lead to the loss of healthcare and daily necessities and to becoming isolated.

New Hampshire's Long Range Transportation Plan identifies over \$787 million in funding for 104 projects to improve safety across the state's transportation systems over the next 20 years. These investments are geared toward balancing the transportation network by building bicycle and pedestrian options and improving general travel safety.

Recommendations

- Increase access to transportation funding options by aligning with groups such as the [Regional Alliance for Community Transportation](#).
- Support flexible, independent non-profit transportation services such as [I Got Bridged](#).
- Continue to explore collaborative options for expanding affordable, accessible, efficient and reliable public transportation including micro-transit.
- Implement greenhouse gas emission reduction strategies from the Climate Action Plan (Portsmouth's Climate Future), e.g. carpooling, remote work days, cycle-to-work programs.
- Continue to support the City's goals for Open Space, Bike/Ped and the Master Plan that include expanding bike and pedestrian infrastructure and separating motor-vehicle traffic from non-motorized traffic.
- Continue to leverage state and local partnerships to expand the network of multi-use trails, "Safe Routes to School" and other bike advocacy programs.
- Encourage local public transportation services to consider whether often-frequented medical facilities, food resources, etc, are served by their routes.
- Continue Library staff distribution of bus passes provided by Welfare for transport to Cross Roads House (via I Got Bridged).

“ One of my first assignments was driving an elderly, blind woman to her thrice-weekly dialysis appointments. There was no public transportation, she had exhausted her personal support network and had no other options. Someone reached out to [I Got Bridged] on her behalf and asked if he could help. Freddy's network of drivers not only got her to her appointments but subsequently he and his family helped in finding her housing closer to the dialysis center, which not only solved the transportation issue, but brought her peace of mind.”

-- I Got Bridged driver

FOOD INSECURITY

In its study of food insecurity, UNH provided this definition: “Food insecurity” is when a family does not have “access to enough good food... at all times to live an active and healthy life” and is “limited by a lack of money and other resources” and where people report that they “sometimes” or “often” did not have enough to eat in the last seven days. Food insecurity affects 75,000 of the 1.4 million residents of New Hampshire – approximately 1 in every 20. Among disabled residents, one in five reports being food insecure. Access to good nutrition leads to a longer healthier life and food security should be for all.

Food insecurity has lasting impacts on public health. In 2019, 23.5 million Americans—10.5% of all US households—experienced food insecurity. One year later, amid the Covid-19 pandemic, 23% of all households experienced food insecurity, more than double the figure from 2019. There are clear connections between food insecurity and the factors that lead to chronic diseases such as heart disease, cancer, diabetes and stroke.

Food insecurity is also a significant threat to the health of children and adolescents. Being food insecure as a child is associated with a two- to three-times higher risk of having anemia and a significantly higher likelihood of experiencing behavioral problems, depression, suicidal thoughts and poor oral health due to decreased nutrition. Poor nutrition also leads to poorer health outcomes of children with elevated blood lead levels.

More than 15% (3,314) of Portsmouth households include children under 18. Of those, almost 1 in 5 (408 households) received food stamps/SNAP benefits within the last 12 months. During the 2023-2024 school year, 12% of students were enrolled in the free and reduced lunch program.

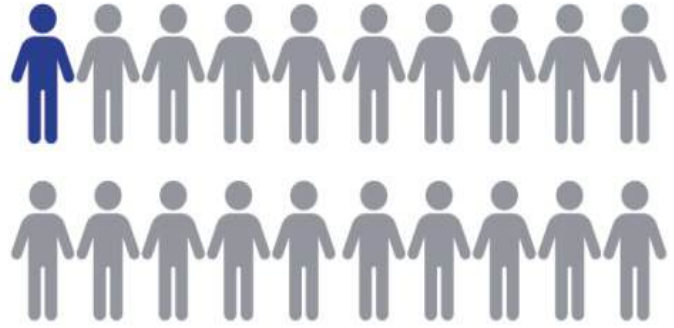
Senior citizens who are food insecure are more than twice as likely to report being in fair or poor health than those with greater food security. Across age groups, food insecurity disproportionately impacts people of color. Lack of access to *healthy* food disproportionately affects communities of color and people living in poverty, especially in “food desert” urban settings. As a result, these communities also disproportionately experience poor health.

Covid-19 increased food insecurity and put a strain on the food safety net. Certain federal programs such as the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) and the Supplemental Nutrition Assistance Program (SNAP) now help reduce food insecurity when people can provide proof of vulnerability. In 2023, NH expanded eligibility for SNAP to 200% of the federal poverty point. Since then, 22% of eligible Rockingham County residents have enrolled. But as of 2023, more than 32% of older NH adults reported still not always having enough or healthy food to eat.

Sources:

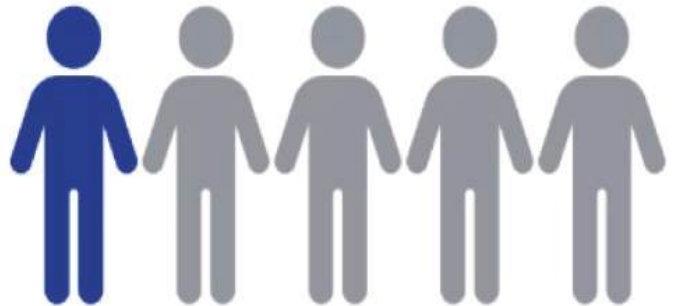
NH Hunger Solutions.org/data

UNH 2023 Needs Assessment: Food Security & Disability based on U.S. Census Bureau Household Pulse Survey data (July 2021-May 2022), for NH residents 18+ years old.



1 in 20

NH Residents report not having enough to eat



1 in 5

NH Disabled Residents report not having enough (or nutritious) food to eat.

“The basic issue for people experiencing food insecurity is that they have insufficient income to meet their basic needs. When you add other vulnerabilities -- a senior citizen on a fixed income with ever increasing costs of living, a parent or family with a child who has special needs, a disability -- issues are exacerbated.

People with a limited income tend to prioritize housing and utilities, first. Sometimes transportation closely follows, as people need to get to work or get children with special needs to medical appointments. Food then follows because food is often the one thing where an individual or family has some flexibility. They can choose how much they spend on food and how much they eat. Increased prices for everything recently -- housing, utilities, transportation and food -- have increased the need for Gather’s services.”

-- Anne Hayes, Executive Director



The Supplemental Nutrition Assistance Program (SNAP) provides eligible individuals and households with benefits to buy food items at grocery stores and other participating food retailers. In NH, there are many more people eligible for SNAP benefits than are actually using them. Unused funds mean lost dollars for the local economy as every SNAP dollar spent contributes \$1.50 for the local food shop or Farmers' Market vendor.

At a time of inflation in food prices, outreach to provide SNAP application instructions is even more important. While Able-Bodied Adults Without Dependents (children 18 or under) who are between 18 and 52 can receive SNAP benefits for just 3 months in a 3-year period, unless they are meeting work requirement, the SNAP program exempts those over 52, those who are disabled, veterans and other vulnerable groups from the restrictions. Students enrolled at least half-time in any recognized school, training program, or institution of higher learning are also exempt from the work requirements. As the program says, "Don't assume that you won't be eligible. The only way to find out is to apply." Explaining how to use the NHEasy.nh.gov portal to determine eligibility for and apply for benefits like SNAP (Form 77-D) is important – including in the 20 languages identified as spoken in Portsmouth homes.

SNAP Outreach partners at the New Hampshire Food Bank offer assistance with applying for benefits. SNAP cannot be used on ready-to-eat foods, so food prep training is needed, also in various languages. SNAP benefits allow those who do not have reliable transportation to access the nonprofit organization I Got Bridged in Portsmouth that provides transportation, even from some distance, to local food pantries and stores that accept SNAP benefits.

Recommendations

- Build local food security by providing community gardens, public education on gardening and seed drives.
- Protect local soil for future food production, by avoiding designs that will allow pollutants and contaminants in contact with floodwater.
- Maintain the presence of local farmers' markets in Portsmouth and the availability of SNAP information there.
- Support farm-to-institution programs in City departments and services (Community Campus catering, Library, schools).
- Host/support/expand food preparation classes, particularly in neighborhoods.
- Ensure Food Security and resource information is included in the Community Resource Network and on the City website.
- Cross-promote local agencies' campaigns to encourage healthy food donations to local food pantries.
- Increase outreach regarding SNAP, Meals.on Wheels, WIC, summer meal program, etc. benefits to all vulnerable populations.

- Encourage City participation in the [NH Hunger Solutions](#) coalition, [Seacoast Food Provider Network](#) and [End 68 Hours of Hunger](#) initiatives
- Ensure eligible students take free breakfast by exploring the barriers preventing this.
- Build/support transportation access for all to grocery stores and food pantries.
- Encourage school nutrition and health staff to provide regular updates on school nutrition efforts, engagement, and opportunities to City leadership and elected officials.

MENTAL HEALTH/SOCIAL ISOLATION

A mental illness is a condition that affects a person's thinking, feeling, behavior or mood and, left untreated, can profoundly disrupt a person's life. One in 5 adults experience mental illness every year. More than 220,000 New Hampshire adults have a mental health condition - that's more than 10-times the City of Portsmouth's population. The NH chapter of the National Alliance for Mental Illness reports that more than half of people with a mental health condition don't receive treatment.

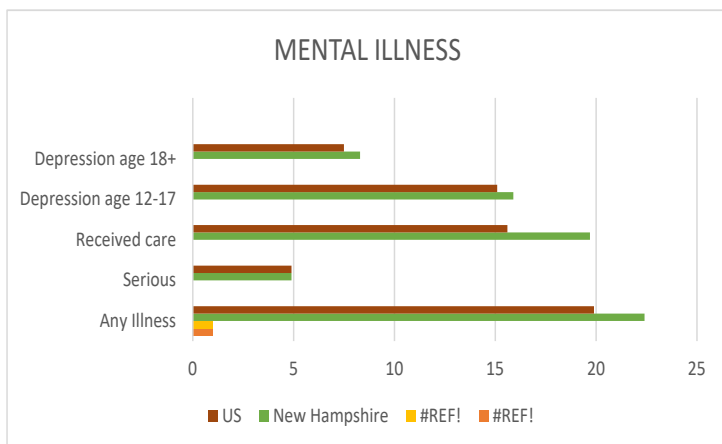
Work in this area is focused on increasing access and connection to protective factors for youth across the region and increasing regional partner capacity to exchange information and resources. Efforts are directed toward both increasing community awareness and understanding of youth mental health risks and toward increasing network partner capacity to work together on substance misuse, treatment and recovery supports and coordinate care for vulnerable people and populations.

Mental Health Support for Youth: Many assessment participants identified a need for mental health support services for youth. There are opposing strong opinions about school-based mental health services for fear of stigma with in-school services, however that stigma also exists in some parents, and interferes with students getting out-of-school services.

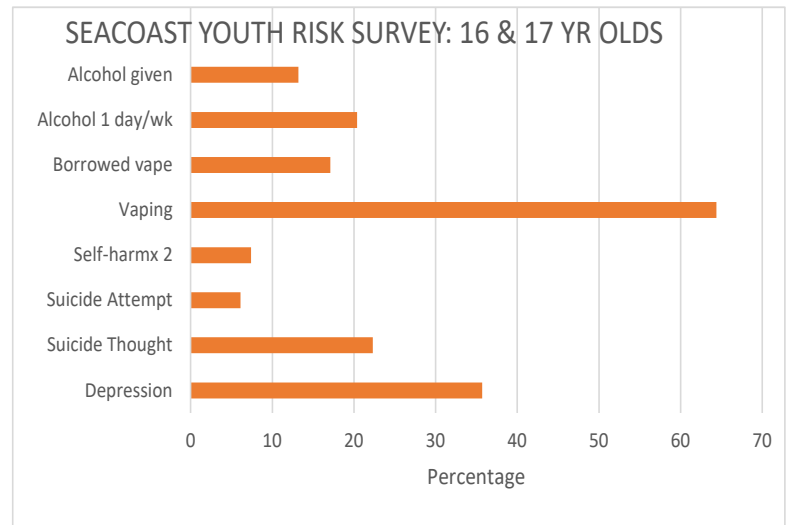
The pandemic had disproportionate impacts on children in insecure environments. Children in families with few financial resources and unstable living environments were and are especially at risk. In households impacted by poverty and domestic violence, there is already a high risk of severe and chronic forms of child abuse and neglect. Families already in the grip of substance use disorder and mental health problems will struggle more as conditions worsen because of financial pressures and less access to services and systems of support. Increasing gun sales in the United States that followed the start of the pandemic are also worrisome because of a higher likelihood of serious harm to adult and child victims of domestic violence.

Recommendations:

- Support City and partner programs to destigmatize mental health and place it in the realm of total health and wellness.
- Support student access to mental health preventative services by raising awareness of the need.



Youth Risk Behavior: The Youth Risk Behavior Survey (YRBS) is a national survey conducted by the CDC every two years among representative samples of ninth-grade through 12th-grade students. The graph shows the results from several questions on the 2019 YRBS distributed to Seacoast high school students pertaining to mental health, self harm, vaping and nicotine use and alcohol consumption. This is a community-wide assessment, and does not address Portsmouth students specifically, but as students are an important part of the community, health and wellness, issues do overlap.



The pandemic greatly disrupted the lives and support systems of many children, resulting in learning loss, reduced health care including mental and dental health services and multiple lost opportunities to build interpersonal, physical and problem-solving skills. To help them recover, many Portsmouth organizations have identified the need for resources to provide summer camps, sports equipment, music camps, YMCA memberships, fresh food programs, improved access to health/mental health/dental care, transportation, and outreach. As with all vulnerable communities the key need expressed directly and by their advocates was to be seen and heard.

As of 2023, about 40 percent of the more than 12,500 students surveyed from 67 participating school districts in New Hampshire reported having felt such severe sadness or hopelessness that it stopped them from doing some of their regular activities, down from 44 percent. That marks the first decline in the past decade, though the latest rate remains higher than before the pandemic. The percentage of high school girls who report having attempted suicide in the past 12 months also fell to about 10 percent after having spiked to 13 percent in 2021. The rate for boys has remained below 7 percent for all of the past decade.

The state's efforts to improve access to mental health resources includes having launched the New Hampshire Rapid Response Access Point, which offered help via calls, text messages, and chat conversations more than 34,600 times last year, officials said. The state also included the 988 Suicide Prevention Lifeline number on student ID cards.

Source: NH Chapter National Alliance on Mental Illness.

SUBSTANCE MISUSE

Substance Use Disorder is a progressive, chronic health condition that changes the way the brain works. These changes influence individual relationships, work performance and health in ways that can have destructive and sometimes lasting effects.

While opioid overdose deaths in New Hampshire have decreased since 2022, the negative effects of substance misuse continue to have a profound impact on individuals, families and communities. Portsmouth experienced 27 overdose events in 2023, with 6 of those resulting in fatalities. Portsmouth's location along the Route I-95 corridor between Massachusetts and Maine contributes to the increasing presence of the opioid fentanyl and animal-tranquilizer carfentanil in local drug supplies, both of which drastically increase the risk of overdose and severe health impacts.

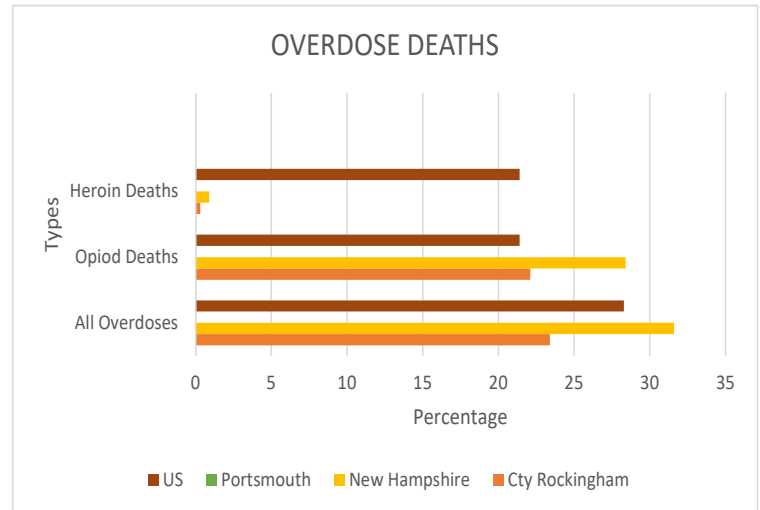
Alcohol misuse continues to be the most dangerous substance misused in NH, with almost half of all accident-related deaths in 2019 caused by drinking and driving. Portsmouth had a high number of residents who met the criteria for heavy drinking based on their responses to questions in the recent NH Behavioral Risk Factor Surveillance System.

As a community, Portsmouth has identified substance misuse prevention, treatment and recovery as a priority health concern. Recommendations are intended to increase awareness of risks and encourage actions that improve access to and engagement with community prevention, harm reduction, evidence-based treatment and recovery support partners.

Recommendations:

- Encourage the City's Legislative Subcommittee to address residents' concerns regarding effective substance abuse prevention legislation.
- Provide information to City leaders about reducing substance use among youth by addressing the factors in the community that increase risk for substance use and promoting factors that minimize risk for substance use.
- Support community drug prevention coalitions and service providers addressing alcohol, opioid and other drug use disorders and peer support services (AA, Haven, 211, 988 suicide prevention, etc.)
- Participate in coalitions such as the Mental Health Alliance.
- Provide free public health Naloxone education and distribution programs.
- Identify opportunities for and encourage City participation in health awareness events such as suicide prevention, cancer prevention and substance misuse.

- Identify and support suicide awareness prevention and peer norm programs through City facilities (Library, Community Campus, City Hall, Senior Activity Center and other Recreation sites)) and through communications.
- Support services providing transportation for those in behavioral health crises.
- Help partner agencies promote opportunities for events and programs such as a suicide/depression walk to raise awareness.



CONCLUSIONS

When people are precariously close to losing stability -- housing, direct care supports, home health-care, mental or behavioral health counselors, transportation, employment, nutrition, recovery services, childcare and socialization -- and face other challenges to daily life, they often plummet immediately into crisis. This is especially likely when layers of protection are thin, and thin or absent in multiple arenas.

The City experiences these failures of safety nets in multiple ways. The Welfare Department must cover housing costs if no shelter is available. City Emergency Management Services field more calls from residents when that resident falls or needs help transferring out of bed. There are often repeat calls to the same home. During Covid, City Health and EMS coordinated and administered vaccination services to home-bound residents. Post-pandemic, City Health has had to act as case management and the City Police Department now employs a social worker. There are often uncalculated but substantial local costs to taxpayers that are also an unnecessary burden and risk to those people who are caught having fallen between the ever-widening cracks.

When these conditions are allowed to grow, the community becomes a little less stable overall. Then in the face of an impending crisis or disaster, every citizen is at a heightened risk. During the pandemic everyone was a little more food insecure as supplies of staples like common food items and toilet paper became scarce and supply chains unreliable. Many residents were more threatened by housing insecurity as cohabitation became risky, rents skyrocketed, home prices escalated as city dwellers sought NH for more open space and employment evaporated. Every potential disaster -- severe weather events, infectious disease outbreaks, drought, bridge, road or other infrastructure failures -- will be exacerbated for all residents by any gaps in needs and services that exist in the community. Existing plans can only absorb a limited number of people for a limited time. Equity, fairness and inclusion in planning, building, investing and collaborating is the best safety net for all.

The following "Portsmouth is a HIAP Community" recommendations require City support:

- Shift municipal resources from pass-through agencies to direct service providers.
- Accept interns with a variety of backgrounds and field of interest to seemingly unrelated work, to build a greater mixture of experience and understanding of a total community.
- Incorporate the state public health improvement plan on a local level where appropriate, so we are all making progress on common needs.
- Restore options to populations who have had to move out of Portsmouth – housing, caregiver workforce, planning and tax policies that allow in-home caregivers.
- Preserve and restore outdoor natural areas and the urban forest, recognizing the positive mental health benefits of being outdoors.

- Incentivize collaborative efforts and leverage in-kind opportunities to improve health and wellness in the community through direct supplemental funding or partnership with other funding partners.
- Identify what early-warning and intervention strategies City departments might use to identify/mitigate risk for vulnerable residents.

This Community Health Improvement Plan has examined the makeup of the Portsmouth community and identified the most vulnerable populations among us and their needs. The Plan also provides specific actionable recommendations -- some of which the City is already implementing, some of which are aspirational. The success of the Plan lies in its usefulness in guiding policy decisions about partnerships, staffing and available resources. Most importantly, it seeks a City commitment to Health In All Policies that makes the most vulnerable among us seen, heard and helped.

Recommendations:

- Broaden the interaction of City representatives and staff with vulnerable populations through outreach, internships and programs which serve their individual needs directly: recreation and social opportunities, adult daycare programs, welcoming volunteers from a broad range of abilities and backgrounds.
- Participate in diversified community health and wellness conversations/listening opportunities around the city so residents have two-way channels for communicating with City officials, elected and staff.
- Revise the Capital Improvement Plan/Master Plan criteria checkbox "Addresses a Public Health or Safety Need" to read "Sustains a 'Health In All Policies' approach" and include a tracking methodology for reporting.
- Include CHIP briefing/orientation in onboarding materials for everyone elected/appointed to City boards, commissions, teams, work groups, etc.).
- Create a Public Health Advisory Council to provide feedback, guidance and engagement energy to better inform City's culture of accessibility, transparency and commitment to health and wellness.
- Draft a "Commitment to a Healthy Community" pledge for the City to encourage awareness of vulnerable/underrepresented population needs in City business, policy, and communication decisions.
- Continue municipal engagement in the Portsmouth Area Community Care Team.
- Meet regularly with business and community leaders in the City to increase cross-sector knowledge about gaps and barriers to health and wellness services and resources to encourage collaborative planning and response in the private sector.
- Encourage Health Department monitoring of and participation in Seacoast health groups and National Association of County & City Health Officials.



Important Contact Information

CITY OF PORTSMOUTH

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PORTSMOUTH, NH 03801
(603) 427-1530
<https://portsnh.co/Health>

FEDERAL & STATE AGENCIES:

NH Department of Health & Human Services
(603) 271-3503

COMMUNITY HEALTH PARTNERS

A sample of the variety of local public health partners:

[Family Support Council](#) is solely comprised of individuals and families receiving services from One Sky. Members of the FSC are active representatives of the families One Sky supports. The FSC provides One Sky with active feedback regarding the needs of our families, their concerns, preferences and wants. The FSC coordinates family friendly events in Region 8 as well as provides families with access to respite and funding for services such as therapeutic horseback riding, adaptive ballet, swimming lessons, guitar lessons, music therapy, gymnastics, assistive technology and special summer camps.

[Operation Blessing](#) continues to help and support individuals and families providing food, clothing and household items free of charge.

[Cross Roads House](#), founded in 1982, provides emergency and transitional shelter to homeless men, women, and children in the Seacoast Area. We provide homeless families and individuals with basic necessities, as well as the tools and guidance they need to return to permanent housing.

[Seacoast Mental Health Center](#) provides high quality and accessible mental health and substance use disorder services for all ages and stages of need.

[Our Place](#) provides residential options, services and support designed to meet the needs of adults with developmental disabilities, fostering growth and independence through vocational, social, and recreational opportunities.

[Chase Home](#), for more than 140 years, has helped at-risk children, youth and their families live happier and healthier lives. As one of the oldest nonprofit entities in New Hampshire, The Chase Home is committed to serving the unique needs of at-risk youth and their families in distress.

[Little Blessings](#) is recognized as the first child care center to earn Licensed Plus status. Licensed Plus is a quality rating system that recognizes NH child care programs for efforts to improve their quality of care for young children and rewards programs that strive to continuously improve their practices and staff qualifications.

[The Clubhouse](#) Safe Harbor (including Harm Reduction van) was established in 2009 as a peer-led recovery center in Manchester, and organizes its efforts to address the issues of substance use disorders (SUD) as well as mental health recovery. Granite Pathways began as a grass-roots initiative that introduced the “clubhouse” model in New Hampshire, an evidence-based, self-help community, aimed at eliminating isolation and providing hope, dignity, and recovery options for adults with mental illness.

[Families First](#) (Mobile Health) Greater Seacoast Community Health is a network of community health centers providing primary care, pediatrics, dental care, prenatal care, behavioral health counseling, substance use disorder treatment, mobile health services, WIC, social work services, a pharmacy, parenting classes, playgroups and home visiting.

[Seacoast Public Health Network](#) (SPNH) was created to strengthen public health partnerships in emergency preparedness, community health and substance misuse prevention by coordinating regional planning and developing networks of effective action. SPNH serves the 23 towns that make up Eastern Rockingham County.

