

CITY COUNCIL MEETING

MUNICIPAL COMPLEX
DATE: MONDAY, JUNE 9, 2025

PORTSMOUTH, NH
TIME: 7:00PM

III. CALL TO ORDER

Mayor McEachern called the meeting to order at 7:35 p.m.

IV. ROLL CALL

PRESENT: Mayor McEachern, Assistant Mayor Kelley, Councilors Tabor, Cook, Denton, Blalock, Bagley, Moreau, and Lombardi

V. INVOCATION

Mayor McEachern asked everyone to join in a moment of silent prayer in memory of Mark Gardner who served 23 years as General Legal Counsel for the PDA.

VI. PLEDGE OF ALLEGIANCE

Mayor McEachern led in the Pledge of Allegiance to the Flag.

PROCLAMATIONS:

1. 50th Anniversary of the Old Ferry Landing – June 10th

Mayor McEachern presented the Proclamation to the Blalock Family in recognition and honor of the 50th Anniversary of the Old Ferry Landing Restaurant declaring June 10th as Old Ferry Landing Day.

The Blalock Family accepted the Proclamation with thanks and appreciation.

2. Krempels Brain Injury Center Day – June 11th

Mayor McEachern read the Proclamation in recognition of Krempels Center and its 25th Anniversary declaring June 11th as Krempels Brain Injury Center Day.

Mr. Krempels accepted the Proclamation with thanks and appreciation.

3. Portsmouth Weekend of Love – June 21st and June 22nd

Mayor McEachern read the Proclamation declaring June 21st and June 22nd as the Portsmouth Weekend of Love.

Denise Wheeler, Co-Founder of Fill the Hall, came forward to accept the Proclamation with thanks and appreciation.

VII. ACCEPTANCE OF MINUTES

(There are no minutes on this evening for acceptance)

VIII. RECOGNITIONS AND VOLUNTEER COMMITTEE REPORTS

1. Public Art Review Committee (PARC) – Gift of Original Artwork by Judy Schubert

Councilor Cook moved to accept the artwork of an original oil painting. Seconded by Councilor Moreau.

Councilor Cook moved to suspend the rules to allow Chris Dwyer, Chair of PARC to speak on this donation.

Chris spoke to the request that the artwork be located at the Recreation Department, however she indicated that the City Council and City Manager Conard would make the decision where the artwork would be placed in the city.

Motion passed.

X. PUBLIC COMMENT SESSION

Roy Helsel asked if the city has gone to the legislature to speak against school vouchers.

Erik Anderson asked what could be accomplished with 30 minutes of free parking. He recommended that there be a report back on the proposed ordinance by the Parking & Traffic Safety Committee so the public could learn more about the ordinance.

Esther Kennedy spoke regarding tourists and the concern about how that will affect small businesses. She recommended free parking from January 1st through March 16th during the daytime hours. She said the Council needs to assist all businesses and not just a few.

Cameron Horack commended the City Manager and staff on the budget. He spoke concerning the Police and School Department budgets. He spoke against the possible elimination of four officers from the Police Department and that it is important to support the school budget because it invests in our future.

Petra Huda spoke concerning several aspects of the proposed parking ordinance. She said that certain sections should be put through a public hearing process before coming directly to the City Council.

Tyler Garzo said that the Parking & Traffic Safety Committee and the Economic Development Commission did not support the proposed parking ordinance. He encouraged the Council to pursue a residential parking program.

Assistant Mayor Kelley moved to suspend the rules to bring forward XV. A. – Report Back from Economic Development Commission regarding Free Resident Parking. Seconded by Councilor Bagley and voted.

X. PUBLIC HEARING AND VOTE ON ORDINANCE AND/OR RESOLUTIONS

First Reading of Ordinances:

- A. First Reading of Ordinance Amendments to Chapter 7, VEHICLES, TRAFFIC AND PARKING, Article III, TRAFFIC ORDINANCE, Section 7.324: LIMITED PARKING – FREE THIRTY MINUTE RESIDENT PARKING, be amended to create free thirty minute resident parking

Assistant Mayor Kelley spoke regarding the percentage of businesses being split between supporting or opposing the proposed ordinance. She said that businesses feel that the makeup of the downtown area has changed and no longer allows people to pop in and out of businesses to get what they need. She said that the Economic Development Commission (EDC) opposes any amendment where 15-minute spots would be converted to 30-minute parking. She said EDC recommends looking at providing offseason discounts.

Councilor Lombardi said most of the parking spaces have parking meters and do not operate through the park mobile app. He said the EDC would like to see the proposed parking be split throughout the city.

Councilor Bagley said the Parking & Traffic Safety Committee recommends not supporting the proposal but having them come back with a better plan because this needs more studying.

Mayor McEachern passed the gavel to Assistant Mayor Kelley.

Mayor McEachern moved to amend the current proposal by adding 15-minute resident parking through the Park Mobile Application for free at the beginning of any session per day for residents. Seconded by Councilor Bagley.

Mayor McEachern said government works best when providing options. He said he would like to make sure we have infrastructure to support the request. He said 15-minute parking would allow more people to come downtown without the fee and more people will use the app.

Councilor Bagley said if we tie the proposal to the app will it accomplish getting residents downtown and staying downtown. Also, would we be able to extend the time.

Councilor Cook expressed concern moving forward where both the PTS and EDC are not in favor of this. She said these are volunteers that worked a great deal on this matter.

Councilor Denton moved to amend Chapter 7, Article III, Traffic Ordinance, by adding a paragraph which reads: Any vehicle bearing the following special New Hampshire license plates and in use by the person qualifying for said special plates shall be entitled to free parking in metered spaces for no more than three hours each day: Veteran, Military, National Guard Reserve, or Gold Star Family Decal. Any vehicle with license plates from another State, District or United States territory bearing substantially equivalent governmental license plates shall, provided the vehicle is in use by the person qualifying for said special license plates, likewise be entitled to no more than three hours each day of free parking in metered spaces. This exemption does not apply to parking spaces designated for electric vehicle charging. Seconded by Councilor Lombardi.

Discussion regarding the ordinance continued among the City Council.

On a roll call vote 7-2, main motion passed. Mayor McEachern, Councilors Tabor, Denton, Blalock, Bagley, Moreau, Lombardi voted in favor. Councilor Cook and Assistant Mayor Kelley voted opposed.

On a roll call vote 8-1, amendment to motion passed. Mayor McEachern, Councilors Tabor, Cook, Denton, Blalock, Moreau, Lombardi and Assistant Mayor Kelley voted in favor. Councilor Bagley voted opposed.

Councilor Moreau moved to first reading and hold a public hearing and second reading as amended at the July 14, 2025, City Council meeting. Seconded by Councilor Blalock. On a roll call vote 5-4, motion passed. Mayor McEachern, Councilors Tabor, Denton, Blalock and Moreau voted in favor. Councilors Cook, Bagley, Lombardi and Assistant Mayor Kelley voted opposed.

Assistant Mayor Kelley returned the gavel to Mayor McEachern.

- B. First Reading of Ordinance Amendments to Chapter 7, VEHICLES, TRAFFIC AND PARKING, Article III, TRAFFIC ORDINANCE, Section 7.326: LIMITED PARKING – FIFTEEN MINUTES, be amended to remove certain parking spaces

Assistant Mayor Kelley moved to table the ordinance. Seconded by Councilor Blalock and voted.

Continuation of Public Hearing on FY26 Budget:

- C. CONTINUATION OF PUBLIC HEARING on the Proposed FY26 (July 1, 2025 through June 30, 2026) Budget
- **PRESENTATION (*Held at the May 19th City Council meeting*)**
 - **CITY COUNCIL QUESTIONS**
 - **PUBLIC HEARING SPEAKERS**
 - **ADDITIONAL COUNCIL QUESTIONS AND DELIBERATIONS**

Mayor McEachern reopened the Public Hearing and called for speakers.

Rick Becksted said that the spending by the City Council needs to change and fast. He said that the City Council has a job and that is to look out for the residents.

Esther Kennedy said in three and half years the Council has added \$35 million to the budget and over thirty-two positions. She said that this year the Council is looking to add over \$39 million in bonding for various projects. In addition, residents will see a 9% increase in water and 4% increase in sewer. She said that this is unsustainable, and the City Council needs to say no.

Petra Huda said the Council needs to consider looking at opportunities for efficiencies in the city. She spoke opposed to some departments increasing by 90%. She said the Council needs to start asking questions about why we are seeing such increases.

Erik Anderson, said these increases are impacting the residents and the Council needs to look at increasing revenues to address the increases to the budget. He urged the Council to scrutinize all aspects of the budget.

Nathan Delaney addressed the role of curriculum courses in the school system and that there is a need to overhaul the courses provided to students.

Mayor McEachern said he will extend the public hearing until the June 23rd meeting.

Councilor Bagley spoke about changes he would be suggesting to the Police and School Department budgets.

Councilor Cook said it is important at this stage to let staff know where we are in the budget process. She said currently she will be a no vote for the budget because she asked for no more than a 2.5% increase and we are over 3%.

Councilor Blalock moved to continue the public hearing to the June 23, 2025, City Council meeting. Seconded by Assistant Mayor Kelley and voted.

Public Hearing & Second Reading of Ordinance

- D. PUBLIC HEARING and Second Reading of a proposed ordinance that Chapter 10, ZONING ORDINANCE, CITY OF PORTSMOUTH ZONING MAP be amended as follows: rezone parcels described on the City Tax Map 125 Lot 16; Tax Map 138 Lot 61; Tax Map 138 Lot 62; and a portion of Tax Map 138 Lot 63 from Character District 5 (CD5) to Character District 4-W (CD4-W); to rezone a portion of Tax Map 138 Lot 63 from Character District 5 (CD5) to Character District L1 (CD4-L1); to change the boundary of the North End Incentive Overlay District (NEIOD) to remove City Tax Map 138 Lot 61, Tax Map 138 Lot 60-3, and Tax Map 164 Lot 4 from the NEIOD and to amend the boundary of the Downtown Overlay District (DOD) to align with the amended NEIOD by removing City Tax Map 164 Lot 4, Tax Map 138 Lot 61, Tax Map 138 Lot 60-3 and a portion of Tax Map 138 Lot 63 from the DOD; to amend the building height map from 2-4 stories (50 feet) to 2-3 stories (40 feet) for parcels along Bridge Street to Foundry Place and along Hill Street for City Tax Map 125 Lot 16, Tax Map 138 Lot 62 and Tax Map 125 Lot 14 and to add a building height standard of 2-3 stories (40 feet) along Rock Street to the cul-de-sac at Foundry Place for City Tax Map 138 Lot 63, Tax Map 138 Lot 60-2, and Tax Map 138 Lot 60-3. The Zoning Maps to be amended are referenced in the City's Zoning Ordinance at Chapter 10, Article 4, Zoning and District Use Regulations, Section 10.421, District Location and Boundaries, Section 10.421.10 and Chapter 10, Article 5A, Character Based zoning, Section 10.5A21.10, Content of Regulation Plan, Map 10.5A21A (Character Districts and Civic Districts) and Map 10.5A21B (Building Height Standards), collectively the "Zoning Maps"

- **PRESENTATION**
- **CITY COUNCIL QUESTIONS**
- **PUBLIC HEARING SPEAKERS**
- **ADDITIONAL COUNCIL QUESTIONS AND DELIBERATIONS**

Mayor McEachern read the legal notice, declared the public hearing open and called for speakers.

Planning Manager Stith provided a detailed presentation on the zoning ordinance and zoning map amendments. He said that this is a continuation of transition from old zoning districts to Character Districts. He reported that the West End Incentive Overlay allows for additional height and footprint. He addressed the proposed amendments for 2020. He said the NEIOD allows for modifications of standards (height, footprint) in exchange for workforce housing and community space. He spoke to the proposed align NEIOD boundary with new subdivision around the ROW lot for Rock Street. He also addressed parking requirements for nonresidential uses in the Downtown Overlay District. Planning Manager Stith also spoke to lots in NEIOD that could increase height via incentives. He further discussed and reviewed dimensional requirements – building coverage, building footprint, open space (min.) and lot area per dwelling unit. Use Categories – indoor performance facility, hotel or motel, nightclub/bar, eating/drinking places, EV fueling space and outdoor storage of machinery, equipment, and vehicles.

Mayor McEachern read the legal notice, declared the public hearing open and called for speakers.

Attorney John Bosen, representing 361 Hanover Street, spoke to the density issues that will result from the ordinance. He said the amendments are substantial and the ordinance needs more review by the Planning Board. He said this will also reduce the market value and make property in the area non-conforming.

David Adams spoke opposed to the amendments and said that they will limit his opportunities.

Peter Happney spoke opposed to the amendments and said it feels like he is being down zoned.

Nicole LaPierre spoke to the price tags associated with the properties in the area and who they are serving. She said the Planning Board previously agreed that this was an important matter with improper zoning in their neighborhood. She asked when the residents will have their voices heard.

Robin Husslage said if the rezoning does not happen more condominiums will be built, and the historic homes will be put out of place. She said the City Council needs to correct the zoning and preserve the neighborhood. She asked that the Council pass second and third reading this evening.

Steve Wilson, co-owner 361 Hanover Street, said they were vested over a year ago which would have been a three-story building and worked with the Planning Department and abutters. He said they worked to eliminate commercial on the first floor and lowered the building to 34 feet from 40-50 feet. He said they are committed to moving forward with a project that is sensitive to the neighborhood.

Councilor Bagley moved to suspend the rules to continue the meeting beyond 10:30 p.m. Seconded by Assistant Mayor Kelley and voted. Assistant Mayor Kelley and Councilor Bagley voted opposed.

John Gray said he has had a family-owned business for 123 years. He spoke regarding restrictions and the size of buildings surrounding his property. He said that his family should be able to build the building they want for the future.

Elizabeth Bratter spoke to the various zoning in the area. She addressed the intense uses with the zoning. She expressed concern with allowing retail on the first floor and there are no parking requirements. She spoke opposed to an overlay district in the neighborhood.

Councilor Bagley said the reason he brought this forward was because he thought changes had not been made. He cannot support CD 4-W or CD 4-L.

Assistant Mayor Kelley stated she understands the desire for development for the best and highest uses.

The City Council discussed the proposed zoning amendments and zoning maps.

Councilor Moreau moved to continue second reading until July 14, 2025, City Council meeting with an amendment to notify current second reading to change the lots that are currently Character District 5 and proposed to be Character District 4W to change to Character District 4 only. Seconded by Councilor Blalock and voted.

Public Hearing and Adoption of Resolution:

- E. PUBLIC HEARING and Adoption on a proposed Resolution Authorizing the Transfer of Bond Proceeds that are no longer needed to pay costs of the Project for which it was initially borrowed. To pay costs of another Capital Project in accordance with RSA 33:3-a (II)

That in accordance with RSA 33:3-a (II), the unexpended balances of funds borrowed to pay costs of the project set forth below, which amounts are no longer needed to complete the project for which they were initially borrowed, are hereby appropriated by this Council to pay costs of School Facilities Security Upgrades

| <u>Original Project Description</u> | <u>Original Borrowing Amount</u> | <u>Approval Date</u> | <u>Unexpended Balance</u> | <u>Allocate to Project</u> |
|---|--------------------------------------|----------------------|-------------------------------|--|
| Renovation of RJLA space at Community Campus | \$3,300,000.00 | 7/10/2023 | \$551,638.00 | School Facilities Security Upgrades |
| Total | | | \$551,638.00 | |

- **PRESENTATION**
- **CITY COUNCIL QUESTIONS**
- **PUBLIC HEARING SPEAKERS**
- **ADDITIONAL COUNCIL QUESTIONS AND DELIBERATIONS**

Deputy City Manager & Director of Finance/Administration Lunney said the Robert J. Lister Academy renovations came out great and he is pleased to announce that they turned back \$551,638.00 in funds. He also spoke to the reuse of materials in the project.

Ken Linchey, School Facilities, said that this funding would be used for security upgrades to the schools.

Councilor Blalock commended the staff for a job well done.

Mayor McEachern read the legal notice, declared the public hearing open and called for speakers. With no speakers, Mayor McEachern declared the public hearing closed.

Councilor Denton moved to adopt the Resolution as presented. Seconded by Councilor Tabor. On a unanimous roll call vote 9-0, motion passed.

XI. CITY MANAGER'S ITEMS WHICH REQUIRE ACTION

A. CITY MANAGER CONARD

1. Request for Public Hearing Regarding Various Bonding Resolutions for Projects to Begin in FY26

City Manager Conard reviewed the various projects that are contained in the resolutions.

Councilor Tabor moved to authorize the City Manager to bring back for public hearing and adoption, the various proposed CIP projects to be bonded as presented for the July 14, 2025, City Council meeting. Seconded by Councilor Cook and voted.

2. Planning Board Recommendation on Islington Street Drainage Easements

City Manager Conard advised the City Council that the Planning Board supports the acceptance of the drainage easements.

Councilor Denton moved to accept the drainage easements on 547/549 State Street and 72, 86, and 96 Islington Street. Seconded by Councilor Moreau and voted.

3. 635 Sagamore Avenue Access Easement for Water Services

City Manager Conard recommended that the City Council accept the access easement.

Assistant Mayor Kelley moved to accept and record an Access Easement for Water Services in a substantially similar form to the deed contained in the agenda packet. Seconded by Councilor Cook and voted.

4. Acceptance of Several Easements for Property Located at 0 Raynes Avenue

City Manager Conard recommended that the Council accept the easements contained in the agenda packet.

Councilor Bagley moved to authorize the City Manager to accept and record a community space easement, a greenway easement, a sidewalk easement, and a drainage easement from the owners of 0 Raynes Avenue in substantially similar form to the easement deed contained in the agenda packet. Seconded by Councilor Tabor and voted.

5. Acceptance of Several Easements for Property Located at 100 Durgin Lane

City Manager Conard reported that the Planning and Sustainability Department recommends accepting these easements.

Councilor Moreau moved to authorize the City Manager to accept and record a community space easement, an access easement for a turnaround, and an access easement for water services from the owners of 100 Durgin Lane in substantially similar form to the easement deeds contained in the agenda packet. Seconded by Councilor Denton and voted.

6. Acceptance of Several Easements for Property Located at 2 Russell Street

City Manager Conard advised the City Council that the Planning and Sustainability Department recommends accepting these easements.

Councilor Tabor moved to authorize the City Manager to accept and record community space easements and a fire access easement from Port Harbor Land, LLC in substantially similar form to the easement deeds contained in the agenda packet. Seconded by Councilor Blalock and voted.

7. Petition to Layout a New Public Highway – Coakley Road Extension

City Manager Conard reported that the Department of Public Works recommended the layout of a new roadway connecting Borthwick Avenue and Coakley Road to support larger traffic improvement initiative along the Route 1 Bypass, particularly between Borthwick Avenue and the Portsmouth Traffic Circle.

Councilor Cook moved to refer the acquisition of the Coakley Road Extension, as described in the enclosed Petition, to the Planning Board and to schedule a site walk and public hearing on the Petition as part of the regular scheduled City Council meeting on July 14, 2025. Seconded by Councilor Lombardi.

Deputy City Attorney McCourt advised the City Council that this is a time sensitive matter.

Motion passed.

XII. CONSENT AGENDA

- A. Request from Robert Nelson of Just Mystic, LLC to install a Projecting Sign at 16 Congress Street, Unit 103 (***Anticipated action – move to approve the aforementioned Projecting Sign License as recommended by the Planning & Sustainability Director, and further, authorize the City Manager to execute the License Agreement for this request***)

Planning Director's Stipulations:

- ***The license shall be approved by the Legal Department as to content and form;***
 - ***Any removal or relocation of projecting sign(s), for any reason, shall be done at no cost to the City; and***
 - ***Any disturbance of a sidewalk, street or other public infrastructure resulting from the installation, relocation or removal of the projecting sign(s), for any reason shall be restored at no cost to the City and shall be subject to review and acceptance by the Department of Public Works***
- B. Letter from Sandi Clark Kaddy, Seacoast African American Cultural Center, requesting permission to hold the 4th Juneteenth Freedom Walk on Thursday, June 19, 2025, at 10:00 a.m. (***Anticipated action – move to refer to the City Manager with Authority to Act***)
- C. Letter from Timothy Cole, Portsmouth Professional Firefighters Local 1313, requesting permission to hold a boot drive on Saturday, August 9, 2025, from 8:00 a.m. to 4:00 p.m. in Market Square (***Anticipated action – move to refer to the City Manager with Authority to Act***)

Assistant Mayor Kelley moved to adopt the Consent Agenda. Seconded by Councilor Moreau and voted.

XIII. PRESENTATION AND WRITTEN COMMUNICATIONS

- A. Letter from Chris Rose & Nicole Stonerook, Portsmouth Middle School 8th Grade Science Teachers, addressing Solar Energy Solutions Projects completed by 8th grade students

Councilor Denton moved to refer the projects to the Sustainability Committee. Seconded by Councilor Moreau and voted.

- B. Letter from David Smith, New Hampshire DOT, answering questions raised by the City Council during May 5, 2025, US 1 Roadway Improvement Project Presentation

Councilor Tabor moved to accept and place on file. Seconded by Councilor Cook and voted.

- C. Letter from Michael Capalare, requesting the City of Portsmouth, commemorating 225 years of George Washington entering our city at the Plains, and place a historical marker at the location where Washington stopped

Councilor Lombardi moved to refer to the Department of Public Works for report back. Seconded by Councilor Denton and voted.

- D. Letter from Kevin Baum of Hoefle, Phoenix, Gormley & Roberts, PLLC, request for Release of Unbuilt Paper Street Portion of Jenkins Avenue Pursuant to NH RSA 231:51 and 231:52

Councilor Moreau moved to refer to the Legal Department and the Public Works Department for report back. Seconded by Councilor Blalock and voted.

- E. Letter from Christopher Schroeder, Irreverent Warriors Portsmouth, requesting permission to host a Silkies Hike through Portsmouth on Saturday, August 23, 2025

Assistant Mayor Kelley moved to refer to the City Manager with Authority to Act. Seconded by Councilor Moreau and voted.

- F. E-mail Correspondence

Councilor Cook moved to accept and place on file. Seconded by Councilor Lombardi and voted.

XIV. MAYOR McEACHERN

1. Appointments to be Considered:
- Appointment of Susan B. Strauss to the Historic District Commission
 - Appointment of Joy Curth to the Historic District Commission

The City Council considered the appointments to be voted upon at the June 23, 2025, City Council meeting.

2. Appointment to be Voted:
- Reappointment of Celeste Brooks to the Cemetery Committee

Assistant Mayor Kelley moved to reappoint Celeste Brooks to the Cemetery Committee. Seconded by Councilor Cook and voted.

3. Resignations:
- Jody Record from the Zoning Board of Adjustment

Councilor Tabor moved to accept with regret the resignation of Jody Record with a letter expressing our thanks and appreciation for her service. Seconded by Assistant Mayor Kelley and voted.

- David Allen from the Parking & Traffic Safety Committee

Councilor Bagley moved to accept with regret the resignation of David Allen with a letter expressing our thanks and appreciation for his service. Seconded by Councilor Moreau and voted.

XV. CITY COUNCIL MEMBERS

B. COUNCILOR TABOR

1. Energy Advisory Committee Update

Councilor Tabor reported that the Energy Advisory Committee met with Public Works Director Rice regarding the feasibility of solar array at Jones Avenue Landfill, which was positive and could potentially supply 1.7 megawatts. He reported the next step would be an RFP to solar developers. He said that City Manager Conard and Public Works Director Rice are recommending some consulting help to develop criteria to guide the developer. He indicated that there would be an Interconnect Study conducted. In addition, the Committee is recommending that the City Council direct staff to identify funding for and obtain the services of a consultant firm for a solar array at the Jones Avenue Landfill.

2. Funding for further due diligence, Jones Avenue solar array and CIP item BI-20-PW-47, EV Charging Station

Councilor Tabor requested that the Committee receive a report back on the Charging Stations because the funding could be a change in use.

Public Works Director Rice reported that a number of EV Charging Stations have been installed at the Bridge Street Lot and reports show that we are at 25% of utilization throughout the day. He reported that 4 tier 1 stations will be installed at the Port Inn located on the Route 1 Bypass. He stated that the Committee is recommending moving the solar array project along versus pursuing charging stations right now.

Councilor Tabor moved to allocate \$105,000.00 of Capital Improvement Plan money from the EV Charging Station Element B1-20-PW-47 to obtain consulting services to develop an RFP for the solar array project at the Jones Avenue Landfill. Seconded by Councilor Denton.

Mayor McEachern said he would like to see the report back on the totality of the study and what it will do.

Motion passed.

XVI. APPROVAL OF GRANTS/DONATIONS

- A. Acceptance of Donation of Memorial Bench in honor of John & Frances Castellano located on Peirce Island

Councilor Denton moved to approve and accept the donation of a Memorial Bench as presented. Seconded by Councilor Tabor and voted.

- B. Acceptance of Donation of Granite Memorial Bench located at the Skate Park in memory of Chris Rice from Aileen Dugan of State Farm

Councilor Blalock moved to approve and accept the donation of a Memorial Bench as presented. Seconded by Assistant Mayor Kelley and voted.

- C. Acceptance of Donation to the Fire Department for support of Ambulance Program - \$20,000.00

Councilor Bagley moved to approve and accept the donation to the Fire Department as presented. Seconded by Councilor Moreau and voted.

XVII. CITY MANAGER'S INFORMATIONAL ITEMS

- Federal Funding Emergency Management Concerns Update – City Manager Conard reported that the Federal Emergency Management Agency's Center for Domestic Preparedness' Environmental Health Training in Emergency Response (EHTER) has been eliminated.
- Pease Development Authority Board Meeting Update – City Manager Conard advised that the airport saw a record number of commercial passengers during April vacation along with parking revenue. Also, the first of 10 American Cruise Lines, small coastal cruise vessels will be arriving on Saturday, June 28th which is up from four last year.
- City Properties and Rights-of-Way Maintenance Practices – City Manager Conard reported the management of invasive species is the only exception to DPW's organic practices. She stated the Department relies on non-organic products, and particularly glyphosate herbicides. Also, in sensitive sites, such as along the bike trail near the Harvard Street well, DPW will apply sodium hydroxide to control Japanese knotweed. She stated that sodium hydroxide presents no significant environmental impact.

- Report Back on Steps it Takes to Open a New Business – City Manager Conard advised the City Council that staff have developed a user-friendly guide to assist prospective business owners from concept to opening day. She stated it outlines key steps including early engagement processes with various departments and that the new webpage can be found under the “Businesses” item in the main menu on the City’s website.

XVIII. MISCELLANEOUS BUSINESS INCLUDING BUSINESS REMAINING UNFINISHED AT PREVIOUS MEETING

XIX. ADJOURNMENT

At 11:58 p.m., Councilor Bagley moved to adjourn the meeting. Seconded by Councilor Moreau and voted.

A handwritten signature in black ink, reading "Kelli L. Barnaby". The signature is written in a cursive, flowing style.

KELLI L. BARNABY, MMC/CNHMC
CITY CLERK