

CITY COUNCIL MEETING

MUNICIPAL COMPLEX, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, PORTSMOUTH, NH
DATE: MONDAY, DECEMBER 8, 2025 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_E3DTvnGIRqi89IGqeZTSSw

**6:00PM – ANTICIPATED NON-PUBLIC SESSION IS BEING HELD IN CONFERENCE ROOM A
IN ACCORDANCE WITH RSA 91-A:3, II (a), (d) & (l)**

AGENDA

- I. WORK SESSION
- II. PUBLIC DIALOGUE SESSION [when applicable – every other regularly scheduled meeting]
- III. CALL TO ORDER [7:00 p.m. or thereafter]
- IV. ROLL CALL
- V. INVOCATION
- VI. PLEDGE OF ALLEGIANCE
- VII. ACCEPTANCE OF MINUTES – OCTOBER 6, 2025 AND OCTOBER 20, 2025
(Sample motion – move to accept and approve the minutes of the October 6th and October 20th City Council meetings)
- 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

Continued Public Hearing – Capital Improvement Plan (CIP) / Adoption of

CIP: *(Continued Public Hearing that was held open per action of the City Council at the November 17, 2025 meeting)*

A. CAPITAL IMPROVEMENT PLAN (CIP) FY 2027-2032

- **PRESENTATION** *(Presentation was held at the November 12, 2025 Work Session)*
- **CITY COUNCIL QUESTIONS**
- **PUBLIC HEARING SPEAKERS**
- **ADDITIONAL COUNCIL QUESTIONS AND DELIBERATIONS**

(Sample motion – move to adopt the Capital Improvement Plan (CIP) FY 2027-2032 as presented or as amended)

Public Hearing and Second Reading of Ordinance:

- B. PUBLIC HEARING AND SECOND READING of Ordinance amending Chapter 1 – Administrative Code, Article IV – Commissions and Authorities, Section 1.414 – Establishing a Permanent Energy Advisory Committee
- **PRESENTATION**
 - **CITY COUNCIL QUESTIONS**
 - **PUBLIC HEARING SPEAKERS**
 - **ADDITIONAL COUNCIL QUESTIONS AND DELIBERATIONS**
- (Sample motion – move to pass second reading and hold third and final reading at the December 22, 2025, City Council meeting)*

Third and Final Reading of Ordinances:

- C. Third and Final Reading of Ordinance amending Chapter 6 – Licenses, Article I – General Provisions, by amending the title of Chapter 6 to Licenses and Encumbrances and replacing Article I in its entirety, with Article I - Encumbrance Permits and Licenses for Use of Public Property, Sections 6.101 – 6.110 ***(Sample motion – move to pass third and final reading of the ordinance as presented)***
- D. Third and Final Reading of Ordinance amending Chapter 6 - Licenses, Article X – Theatricals, Parades, Open Air Meetings, Section 6.1001 – License Required, Section 6.1002 – License Form, Section 6.1003 – Fee, Section 6.1004 – Penalty for Failure to License be deleted in its entirety ***(Sample motion – move to pass third and final reading of the ordinance as presented)***
- E. Third and Final Reading of Ordinance amending Chapter 7 – Vehicles, Traffic and Parking, Article I – Parking Meters, Section 7.114 – Construction Permit be deleted in its entirety ***(Sample motion – move to pass third and final reading of the ordinance as presented)***
- F. Third and Final Reading of Ordinance amending Chapter 8 – Encumbrances and Injurious Practices in Streets, Article I - Encumbrances, Section 8.101 – Encumbrances, General, Section 8.105 – Digging up a Street, Section 8.106 – License to Obstruct Street, Section 8.114 – Awning and Signs, Section 8.120 – Displaying Merchandise on Sidewalk be deleted in its entirety ***(Sample motion – move to pass third and final reading of the ordinance as presented)***
- G. Third and Final Reading of Ordinance amending Chapter 9, Article V – Public Way Obstructions, Placement & Registration, Sections 9.501 – 9.511 regarding public way obstructions be deleted in its entirety ***(Sample motion – move to pass third and final reading of the ordinance as presented)***
- H. Third and Final Reading of Ordinance amending Chapter 11, Sidewalks, Sewers, Layout of Streets, Subdivision of Land, Article VI – Referrals to Planning Board, Section 11.602 A 1, Referral and Report be amended to delete the word ***(Sample motion – move to pass third and final reading of the ordinance as presented)***

XI. CITY MANAGER'S ITEMS WHICH REQUIRE ACTION

A. CITY MANAGER CONARD

City Manager's Items Which Require Action:

1. Rescission of City Council Policy 2009 – 03 Projecting Sign Policy
2. Rescission of City Council Policy 2010 – 01 Policy regarding Flags Projecting Over City Property
3. *Request for a Water/Sewer Rate Model Study Work Session
4. Parking Lot Usage and Maintenance Agreement with St. John's Masonic Lodge
5. Friends of Lafayette House PILOT

XII. CONSENT AGENDA

- A. Letter from Mike Peabody, Millennium Running, requesting permission to hold the 2026 New Castle 10k on Sunday, April 26, 2026 (***Anticipated action – move to refer to the City Manager with Authority to Act***)
- B. Letter from Jennie Halstead, My Breast Center Support, requesting permission to hold the Celebrate Pink 5k Walk & Run on Sunday, September 27, 2026 (***Anticipated action – move to refer to the City Manager with Authority to Act***)

XIII. PRESENTATIONS AND WRITTEN COMMUNICATIONS

- A. Email Correspondence (***Sample motion – move to accept and place on file***)
- B. Installation of Marker in Prescott Park (***Sample motion – move to the City Manager to negotiate the terms and conditions of a license for the acceptance and placement of an historic marker***)

XIV. MAYOR McEACHERN

1. Acceptance of Resignations:
 - Max Ward from the Sustainability Committee (***Sample motion – move to accept with regret the resignation of Max Ward from the Sustainability Committee***)
 - Phyllis Eldridge from the Zoning Board of Adjustment (***Sample motion – move to accept with regret the resignation of Phyllis Eldridge from the Zoning Board of Adjustment effective January 1, 2026***)

2. Appointments to be Considered:
 - Appointment of Robert P. Sullivan as a Regular Member to the Zoning Board of Adjustment
 - Appointment of Mike Lucas as an Alternate Member to the Zoning Board of Adjustment
3. *Appointments to be Voted:
 - Appointment of James (Jim) Wilson to the Cable and Broadband Internet Commission
 - Appointment of Wendy Courteau-Clement to the Economic Development Commission
 - Appointment of Daniel Finan to the Safe Water Advisory Group
 - Reappointment of Thomas Nies to the Zoning Board of Adjustment

XV. CITY COUNCIL MEMBERS

A. ASSISTANT MAYOR KELLEY

1. End of Year Report of African Burying Ground Memorial Park Stewardship Committee

B. COUNCILOR COOK

1. *Adding Muslim Holy Days of Eid al-Fitr and Eid al-Adha to the City Calendar (***Sample motion – move to add the Muslim Holy Days of Eid al-Fitr and Eid al-Adha to the City Calendar, including not scheduling meetings the night before Eid al-Fitr during the breaking of the Ramadan fast***)

(For 2026, that would mean no City Council, commission, or committee meetings after sundown on March 19th, and no City Council, commission, or committee meetings all day on March 20th and May 27th. These holidays shift annually, so the dates will be different for 2027)

2. *Request for Work Session with School Board regarding School Buildings and Grounds Improvements (***Sample motion – move to request a work session with the School Board on School Buildings and Grounds Improvements that should be included in the CIP Budget in out years***)

C. COUNCILOR DENTON

1. Report Back regarding Sustainability Committee Recommendations for CIP Project BI-26-29
2. *Capital Improvement Plan Amendment (***Sample motion - move to add \$50,000.00 of General Funds to the CIP for FY28 and FY30 for Greenhouse Gas Inventories to be completed by contracted professionals***)

D. COUNCILOR BAGLEY

1. *Request Report Back on all Private Parking Space Contracts for all City-owned Parking ***(Sample motion – move to request a report back on all Private Parking Space Contracts for all City-owned parking or reasonably presumed City-owned spaces in the Worth Lot and adjacent surface lots / street area, including holders’ names, locations, term/expiration, and options to return these spaces to public use. Request that this list be published annually on the City website in a prominent location as long as such contracts are in force)***

E. COUNCILOR LOMBARDI

1. *Sunset Archive Committee ***(Sample motion – move to sunset the Mayor’s Blue Ribbon Task Force to Study the Establishment of a Private/Public partnership to Properly Archive Historical Documents relating to the City of Portsmouth) (Commonly known as the Archive Committee)***

XVI. APPROVAL OF GRANTS/DONATIONS

- A. Approval of Homeland Security Grant Award to purchase ballistic helmets for the Seacoast Emergency Response Team - \$27,383 ***(Sample motion – move to approve and accept the Grant as presented)***
- B. Approval of Grant Agreement between the Granite United Way and the City of Portsmouth for the Opioid Abatement Community Grant Award - \$11,388 ***(Sample motion – move to approve and accept the Grant as presented)***
- C. *Approval of Moose License Plate Conservation Grant - \$9,929.95 ***(Sample motion – move to approve and accept the Grant as presented)***

XVII. CITY MANAGER’S INFORMATIONAL ITEMS

1. *Report Back on Green Burials
2. Report Back on Resident Access Parking Program
3. *Pease Development Authority Board Meeting Update
4. *Update on Tax Bill Status

XVIII. MISCELLANEOUS BUSINESS INCLUDING BUSINESS REMAINING UNFINISHED AT PREVIOUS MEETING

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

**Indicates verbal report with no attachments*

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