

TO: KAREN CONARD, CITY MANAGER  
FROM: KELLI L. BARNABY, CITY CLERK  
RE: ACTIONS TAKEN AT THE PORTSMOUTH CITY COUNCIL MEETING HELD IN THE EILEEN DONDERO FOLEY COUNCIL CHAMBERS ON TUESDAY, FEBRUARY 18, 2025  
PRESENT: MAYOR McEACHERN, ASSISTANT MAYOR KELLEY, COUNCILORS TABOR, COOK, DENTON, BLALOCK, MOREAU AND LOMBARDI  
ABSENT: COUNCILOR BAGLEY

---

1. Acceptance of Minutes – January 6, 2025 – **Voted** to accept and approve the minutes of the January 6, 2025, City Council meeting.
2. Public Comment Session- There were 4 speakers: Roy Helsel (Questions on Taxes); Esther Kennedy (Portsmouth); Petra Huda (Various Letters/Requests); and Jim Lee (Efficiency & Economy).
3. First Reading of Ordinance amending Chapter 1, Administrative Code, Article IV – Commissions and Authorities, Section 1.413 – Sustainability Committee – **Voted** to pass first reading and schedule a public hearing and second reading for the March 3, 2025, City Council meeting.
4. Public Hearing and Second Reading of Ordinance amending Chapter 1, Administrative Code, Article XVI – Adoption of Fees by Budget Resolution, Section 1.601 – Purpose, Section 1.1602 – Procedure, Section 1.1603 – Exclusion, Section 1.1604 – Default, of the Ordinances of the City of Portsmouth – Held a public hearing. **Voted** to pass second reading and hold third and final reading at the March 3, 2025, City Council meeting. Councilor Denton voted opposed.
5. Public Hearing and Adoption of Resolution Authorizing Participation in the Clean Water State Revolving Fund (SRF) Loan Program of up to Twenty-Five Million One Hundred Twenty-Eight Thousand Dollars (\$25,128,000.00) for Costs Related to Pease Wastewater Treatment Facility Rehabilitation and Rescinding the amount of Twenty Million Dollars in Funds Authorized to be Borrowed for the same Purpose – Held a public hearing. **On a unanimous roll call 8-0, voted** to adopt the Resolution as presented.
6. Land Use Review Process for Project at 35 Sherburne Road – **Voted** to adopt the process for land use review of the project at City property located at 35 Sherburne Road as recommended by the Legal Department.
7. Consent Agenda – **Voted** to adopt the Consent Agenda.
  - A. Request from Anna Saunders of Port Aesthetics, LLC to install a Projecting Sign at 175 Market Street Unit 103 (**Anticipated action – move to approve the aforementioned Projecting Sign Licenses 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 signs, 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 signs, 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 Jenna Raizes, Portsmouth Little League, requesting permission to install temporary signage at the Plains and Hislop Fields for the 2025 baseball season ***(Anticipated action – move to refer to the City Manager with Authority to Act)***

C. Letter from Heidi Carrington Heath, New Hampshire Outright, requesting permission to hold the 11<sup>th</sup> Portsmouth PRIDE Celebration on Saturday, June 21, 2025 ***(Anticipated action – move to refer to the City Manager with Authority to Act)***

D. Letter from Chris Maden, Portsmouth Maritime Folk Festival, requesting the following:

- Use of space in Prescott Park on Saturday, September 27<sup>th</sup>, 11:00 a.m. to 3:00 p.m., and Sunday, September 28<sup>th</sup>, 1:00 p.m. to 5:00 p.m.
- Use of space in front of North Church
- Motorcycle Parking Ban in Market Square on Sunday, September 28<sup>th</sup> during the festival performance times

***(Anticipated action – move to refer to the City Manager with Authority to Act)***

8. Email Correspondence – **Voted** to accept and place on file.

9. Letter from Craig Welch, Executive Director, Portsmouth Housing Authority, requesting the City Council to waive all City permit fees for the Sherburne Property project – **Voted** to waive permit fees for the Sherburne Property project as requested by the City Council.

10. Recreation Board Sub-Committee Report on Ice Rink Construction – No action required. **Voted** to suspend the rules in order to bring forward Amy-Mae Court and Scott Chaudoin to provide the Sub-Committee Report regarding Ice Rink Construction. Ms. Court and Mr. Chaudoin spoke to the objective of the Sub-Committee, which was to look into the work done previously and put together an update/summary on an ice rink that can be reviewed by the Recreation Board and sent on to the City Council. Each spoke about the 4 viable options that would need further investigation as follows:

- The City of Portsmouth could build its own indoor rink,
- The City of Portsmouth can give land to a sports complex developer. This option would require the filling in of wetlands at Community Campus,
- The City of Portsmouth can give land to a sports complex developer. This option the City would partner with the Pease Development Authority and the Air National Guard for the creation of a rink,
- A private developer builds an indoor ice rink

11. Parking & Traffic Safety Committee Action Sheet and Minutes of the February 6, 2025, meeting – **Voted** to approve and accept the action sheet and minutes of the February 6, 2025, Parking & Traffic Safety Committee meeting.

Parking & Traffic Safety Committee Action Items for City Council:

- *Limited Hours of Loading Zones. Change Loading zone hours for the Penhallow Street loading zone from 6:00 a.m. to 7:00 p.m., to 6:00 a.m. – 3:00 p.m., Mondays through Saturdays and 6:00 a.m. to 12:00 p.m. on Sundays*
- *State Street – eliminate metered parking space at 487 State Street and add first two spaces on the south side of State Street west of Middle Street to Zone 1507*
- *2 Russell Street – renew approval of on-street parking and loading zone changes for the 2 Russell Street project contingent upon the execution of a Site Review Agreement. Changes to take effect when parking spaces and loading zones are ready for public use and the ordinance will be amended through the annual omnibus*

12. Approval of Grant for Cate Street Bridge Replacement Funding Agreement with NHDOT- **Voted** to authorize the City Manager to enter into a grant agreement and any future schedule modifications with the New Hampshire Department of Transportation to take advantage of State and Federal funding opportunities for the replacement of the Cate Street Bridge.

13. Dismissal of McIntyre Lawsuit - City Manager Conard reported that last week the City received formal notification that the actions relating to the lawsuit between SOBOW and the City have been dismissed.

14. Adjournment- **At 8:20 p.m., voted** to adjourn the meeting.

Respectfully submitted by:

Kelli L. Barnaby, MMC/CNHMC  
City Clerk