

TO: KAREN CONARD, CITY MANAGER

FROM: KELLI L. BARNABY, CITY CLERK

RE: ACTIONS TAKEN AT THE PORTSMOUTH CITY COUNCIL MEETING HELD IN THE EILEEN DONDERO FOLEY COUNCIL CHAMBERS ON MONDAY, FEBRUARY 3, 2025

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

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1. **Voted** to close the Non-Public Session and seal the minutes.
2. Proclamation – Black History Month – Mayor McEachern read the Proclamation declaring February as Black History Month in Portsmouth and urged all citizens to champion our commitment to racial equity and inclusion and to sustain the open door of diversity throughout our community.
3. Acceptance of Minutes – December 16, 2024 – **Voted** to accept and approve the minutes of the December 16, 2024, City Council meeting.
4. Public Comment Session – There were no speakers.
5. First reading of Ordinance amending Chapter 1, Administrative Code, Article XVI – Adoption of Fees by Budget Resolution, Section 1.1601 – Purpose, Section 1.1602 – Procedure, Section 1.1603 – Exclusion, Section 1.1604 – Default, of the Ordinances of the City of Portsmouth - **Voted** to pass first reading and schedule a public hearing and second reading for the February 18, 2025 City Council meeting.
6. PUBLIC HEARING AND ADOPTION of Resolution Pursuant to RSA 72:39-b Regarding the Elderly Exemption on Assessed Value for Qualified Taxpayers – Held a Public Hearing. **Voted** to adopt Option #2 of the Elderly Exemption Resolution as presented.
7. PUBLIC HEARING AND ADOPTION of Resolution Pursuant to RSA 72:39-b Regarding the Disabled Exemption on Assessed Value for Qualified Taxpayers – Held a Public Hearing. **Voted** to adopt Option #2 of the Disabled Exemption Resolution as presented.
8. PUBLIC HEARING AND ADOPTION of Resolution Authorizing a Bond Issue and/or Notes of the City under the Municipal Finance Act and/or Participation in the State Revolving Fund (SRF) Loan of up to Three Million Five Hundred Thousand Dollars (\$3,500,000.00) to Assist Customers with Galvanized Service Line Replacements and Fund Service Line Inventory Compliance Efforts – **On a unanimous roll call 9-0, voted** to authorize participation in the Drinking Water State Revolving Fund (SRF) Loan Program of up to Three Million Five Hundred Thousand Dollars (\$3,500,000.00), with 71% principal forgiveness, for costs related to assisting customer with galvanized service line replacements and funding the City's service line inventory compliance efforts.
9. PUBLIC HEARING AND SECOND READING of Ordinance amendment to Chapter 10, Zoning Ordinance, by Striking Article 5, Measurement Rules, Section 10.515.14; by Amending Section 10.515.13; and by Adding new Sections 10.811.6 and 10.811.61, relating to Accessory Uses to Permitted Residential Uses of the Ordinance of the City of Portsmouth – Held a public hearing.

**Voted** to suspend the rules to take up Item XV. B. – Councilor Moreau – Update on Zoning Ordinance amendment relating to Accessory Uses to Permitted Residential Uses.

**Voted** to amend Section 10.811.60 by the removal of the words “*up to one*” to read as follows: *Any lot containing one or two dwelling units is permitted to construction and maintain one-story detached accessory structure used as a tool or storage shed, playhouse, treehouse, or similar use per dwelling unit on the property, with a square footage not greater than 120 square feet. Voted to pass as amended second reading and hold third and final reading at the March 17, 2025, City Council meeting.*

10. Acceptance of Parking Utilization Study and Recommendations – **Voted** to ratify the results of the City of Portsmouth Parking Utilization Study and Recommendations.
11. Acceptance of Several Easements for Property Located at 105 Bartlett Street – **Voted** to authorize the City Manager to accept and record a community space easement, greenway easement, an access easement for water services, and an access easement from Bartlett Residential, LLC and accept an access easement from Iron Horse Properties, LLC in substantially similar form to the easement deed contained in the agenda packet.
12. Request for Public Hearing to Increase State Revolving Loan Fund Authorization for Pease Wastewater Treatment Facility Rehabilitation – **Voted** to establish a public hearing at the February 18<sup>th</sup> City Council meeting to increase the FY25 Pease Wastewater Treatment Facility borrowing to \$25,128,000.00 as described.
13. Consent Agenda – **Voted** to adopt the Consent Agenda.
  - A. Request from Mario LaPosta & Joseph Bisognano of Mamma Luca LLC to install two Projecting Signs at 111 State Street (***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 JerriAnne Boggis, Black Heritage Trail, requesting permission to hold Wade in the Water: A Drumbeat for Spiritual Renewal at the African Burying Ground Memorial on Wednesday, June 19, 2025 (***Anticipated action – move to refer to the City Manager with Authority to Act***)
  - C. Letter from Rich Clyborne, Gundalow Company, requesting permission to conduct the 2025 Riverfest event on Saturday, July 12, 2025 (***Anticipated action – move to refer to the City Manager with Authority to Act***)

- D. Letter from Bryan Curley, Seacoast Veterans Count, requesting permission to hold the Pack & Boots 5K Road Race on Friday, July 4, 2025 (Anticipated action – move to refer to the City Manager with Authority to Act)

14. Email Correspondence – **Voted** to accept and place on file.
15. Letter from Mindy Moore, IAPP, requesting permission to host a VIP event on Wednesday, June 25, 2025 – Thursday, June 26, 2025, at several locations in downtown Portsmouth – **Voted** to refer to the City Manager with Authority to Act.
16. Ethic Committee Drawing by Lot – Councilor Moreau was selected to serve on the Ethics Committee.
17. Sustainability Ordinance – **Voted** to schedule first reading to amend Chapter 1, Article IV, Section 1.413 – Sustainability Committee as outlined at the February 18, 2025 City Council meeting.
18. Acceptance of Donations for Artwork Entitled “Salt Piles” by Carl Austin Hyatt - \$10,000.00 – **Voted** to approve and accept the donations as presented.
19. Acceptance of Grant for the Police Department from the NH Department of Safety to purchase night vision equipment - \$11,076.00 – **Voted** to approve and accept the Grant as presented.
20. Acceptance of ARPA Funded Grant Amendment for Rehabilitation Contract 1 Project – **Voted** to authorize the City Manager to enter into Amendment No. 2 of the ARPA Grant Agreement CW-334106-05 with the State of New Hampshire Department of Environmental Services for modification of the anticipated project substantial completion date to the Sewer Rehabilitation Contract 1 Project by one year to a completion date of April 1, 2026.
21. Acceptance of Great Bay Resource Protection Partnership Stewardship Grant – **Voted** to authorize the City Manager to enter into a grant agreement to accept and expend funds in the amount of \$9,991.00 from the Great Bay Resource Protection Partnership to conduct the Buffer Revival: Enhancing Tidal Wetland Health and Community Awareness project.
22. Adjournment – At 8:50 p.m., voted to adjourn.

Respectfully submitted by:

Kelli L. Barnaby, MMC/CNHMC  
City Clerk