

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, MARCH 3, 2025

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

ABSENT: COUNCILOR MOREAU

1. Mayor's Award – Portsmouth High School Boys Alpine Ski Team Wins Second Straight Division I State Championship – Mayor McEachern presented Mayor's Awards to the Boys Alpine Ski Team for winning the Second Straight Division I State Championship and provided gift bags to the Coaches of the team.
2. Acceptance of Minutes – January 21, 2025 and February 3, 2025 – **Voted** to accept and approve the minutes of the January 21, 2025, and February 3, 2025 City Council meetings.
3. Unveiling of the Artwork Entitled "Salt Piles" by Carl Austin Hyatt – Artist Carl Austin Hyatt presented his art piece entitled "Salt Piles" to Mayor McEachern and the City Council for display in City Hall. Mayor McEachern and the City Council accepted the artwork with thanks and appreciation.
4. **Voted** to suspend the rules to bring forward Item XIV. 1. – Request from School Board to Establish a Work Session regarding the FY26 Budget.
5. Request from School Board to Establish a Work Session regarding the FY26 Budget – Mayor McEachern announced that he would not be putting forward a request to establish a Work Session with the School Board regarding the FY26 Budget at this time.
6. Public Comment Session - There were 11 speakers: Brianna Martin, Erin Bakkom, Lisa Rapaport, Kathleen Slover, Bryon Matto, Amber Buttermore, Petra Huda, Michael Derhammer, Nancy Clayburgh, Katie Hatem (via Zoom), (School Budget); and Esther Kennedy (Portsmouth).
7. PUBLIC HEARING AND SECOND READING of Ordinance amendment to Chapter 10 – Zoning Ordinance – Zoning Map, Article 4, Zoning District and Use Regulations, Section 10.421 – District Location and Boundaries, Section 10.421.10, be amended to remove 185 Orchard Street, Tax Map 152, Lot 2-1 from the Historic District Overlay – Held a Public Hearing. **Voted** to pass second reading and schedule a third and final reading at the March 17, 2025, City Council meeting.
8. PUBLIC HEARING AND SECOND READING of Ordinance amendment to Chapter 1, Administrative Code, Article IV – Commissions and Authorities, Section 1.413 – Sustainability Committee – Held a Public Hearing. **Voted** to pass second reading and schedule a third and final reading at the March 17, 2025, City Council meeting. **Voted** to suspend the rules to bring forward third and final reading of the ordinance. **Voted** to pass third and final reading of the ordinance.
9. Third and Final Reading of Ordinance amendment to 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 Ordinance of the City of Portsmouth – **Voted** to pass third and final reading of the ordinance. Councilor Denton voted opposed.
10. Request to Restore Involuntarily Merged Lots at 25 Sims Avenue – **Voted** to refer this request to the Planning Board and the City Assessor for a report back.

11. License Extension for 50 South School Street – **Voted** that the City Manager be authorized to execute and accept the License Extension to encumber a parking space in the parking lot that abuts the South School Street Park as requested.
12. Consent Agenda – **Voted** to adopt the Consent Agenda.
- A. Letter from Ashley Blackington, Portsmouth Girls Softball Association (PGSA), requesting permission to hang banners in the outfield and behind the backstop at the Tony Rahn fields on Pease from March to June (**Anticipated action – move to refer to the City Manager with Authority to Act**)
 - B. Letter from Stephen Infascelli, Marathon Sports, requesting permission to hold the Portsmouth 5K (formerly known as “Cisco Portsmouth 5K”) on Sunday, May 25, 2025 (**Anticipated action – move to refer to the City Manager with Authority to Act**)
 - C. Letter from Warren Widener, Seacoast Lacrosse Club, requesting permission to place temporary signage on the fences at the Portsmouth Recreation Athletic Field for the Spring 2025 lacrosse season (**Anticipated action – move to refer to the City Manager with Authority to Act**)
 - D. Letter from Kate Moran, Leukemia & Lymphoma Society, requesting permission to hold the annual Light The Night (LTN) on Saturday, October 4, 2025 (**Anticipated action – move to refer to the City Manager with Authority to Act**)
 - E. Letter from Phillip Boisvert, New Hampshire Water Pollution Control Association (NHWPCA), requesting permission to hold a 5K Race at Pease on Saturday, October 11, 2025 (**Anticipated action – move to refer to the City Manager with Authority to Act**)
 - F. Letter from Rich Clyborne, Gundalow Company, requesting permission to conduct the 2025 Round Island Regatta on Saturday, August 9, 2025, at the Robert P. Sullivan Boat Launch at Peirce Island (**Anticipated action – move to refer to the City Manager with Authority to Act**)
13. Email Correspondence – **Voted** to accept and place on file.
14. Fee Committee Report – **On a roll call vote 5-2 and 1 abstention, motion passed.** Councilor Tabor, Cook, Denton, Bagley and Lombardi voted in favor. Councilor Blalock and Mayor McEachern voted opposed. Assistant Mayor Kelley abstained from the vote. To eliminate the \$75.00 table fee and \$10.00 chair fee under the Sidewalk Obstruction ordinance Chapter 9, Article V, Section 504C effective immediately so long as the tables and chairs are open to general use, not just for patrons of the business seeking the permit.
15. Housing Committee recommendation of a Payment in Lieu schedule as required in the Gateway Neighborhood Overlay District ordinance – **Voted** to approve the Payment in Lieu fee table recommended by the Housing Committee as shown in the packet, subject to update next week and every two years after that by the Fee Schedule Study Committee or City Council. Proceeds paid will go to the city’s Housing Trust Fund for the purpose of creating and preserving below market rate housing in Portsmouth.

16. Planning Board Recommendation regarding Zoning Ordinance relating to Accessory Uses to Permitted Residential Uses – City Manager Conard reported that the Planning Board meeting of February 20, 2025 did not propose any formal changes. She advised the City Council that a written update would be provided to the City Council at the March 17, 2025 meeting.

17. City Manager's Informational Items:

Public Meeting for Bicycle and Pedestrian Plan – City Manager Conard reported that a public meeting is scheduled for March 10, 2025 at 6:30 p.m. in the Eileen Dondero Foley City Council Chambers to review public engagement input received from the planning process and to review the draft plan recommendations. She stated the plan will be finalized for adoption subsequent to this final public meeting and all interested parties are invited to attend.

Delayed Opening – Customer Service Pilot Program – City Manager Conard advised the City Council in an effort to provide uninterrupted time for meeting and training, we will delay the public opening of the City Clerk's Office, the Tax Office and the Assessing Office from 8:00 a.m. until 10:00 a.m. on the following Wednesdays in March: 12th, 19th and 26th.

2025 Outdoor Dining Update – City Manager Conard indicated that an email went out to those outdoor dining establishments licensed last year is being asked to submit a new application. She reported that the Department of Public Works will begin placing the traffic barriers as they are approved and starting last weekend in April with a start date of May 1st through October 14th.

18. Adjournment – At 9:00 p.m., voted to adjourn the meeting.

Respectfully submitted by:

Kelli L. Barnaby, MMC/CNHMC
City Clerk