

TO: KAREN S. 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, MAY 19, 2025

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

1. **Voted** to close the Non-Public Session and seal the minutes.
2. **Voted** to suspend the rules to bring forward Item XVII. 3. – 2025 National Program of Excellence Award for Senior Services.
3. 2025 National Program of Excellence Award for Senior Services – City Manager Conard announced the National Council of Aging (NCOA) selected the Senior Activity Center's "Rock the Crock" program in collaboration with Gather and the Portsmouth Housing Authority to receive one of seven National Institute of Senior Centers Program of Excellence Awards.
4. Public Comment Session – There were three speakers: Irish Mike (Elected Officials); Roy Helsel (Taxes & Developers); and Kate Hayden (Budget).
5. First Reading of Ordinance Amendment to Chapter 10, ZONING ORDINANCE, CITY OF PORTSMOUTH ZONING MAP, to be amended to rezone parcels described on the City's Tax Map 125, Lot 16; Tax Map 138, Lot 16; 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) and to amend the boundary of the Downtown Overlay District (DOD) to align with the amended North End Incentive Overlay District (NEIOD); and to amend the building heights in the North End Incentive Overlay District (NEIOD) from 2-4 stories (50 feet) to 2-3 stories (40 feet) for parcels described on the City's Tax Map 125 Lot 16, Tax Map 138 Lot 62 and Tax Map 125 Lot 14

The Zoning Maps to be amended and reissued to incorporate these amendments pursuant to 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)

Zoning Maps that depict the existing conditions and these amendments will be available at second reading – Move to pass first reading and hold a public hearing and second reading at the June 9, 2025, City Council meeting. **Voted** to amend the building height map to adjust along Rock Street right-of-way to reflect the city subdivision approved by the Planning Board on May 15, 2025, and to correct the North End Incentive Overlay District proposed boundary. **Voted** to pass main motion as amended.

6. Public Hearing on the Proposed FY26 (July 1, 2025 through June 30, 2026) Budget – Opened the Public Hearing. **Voted** to continue the Budget Public Hearing until Monday, June 9, 2025.

7. Repurposing of Bond Proceeds for School Security Upgrades – **Voted** to schedule a public hearing and vote on June 9, 2025, to authorize the repurposing of the bond proceeds as described in the City Council packet dated May 19, 2025.
8. Request for Approval of a Tentative Agreement between the City of Portsmouth and the Association of Portsmouth Teachers – **Voted** to approve the Tentative Agreement with the Association of Portsmouth Teachers as presented.
9. Request for Approval of a Tentative Agreement between the City of Portsmouth and the Portsmouth Public Library Employees Local 1386 of the AFSCME Council 93 – **Voted** to approve the Tentative Agreement with the Portsmouth Public Library Employees Local 1386 of the AFSCME Council 93 as presented.
10. Request from Coureur Portsmouth to hold the Coureur Annual Go Skate Day Jam on Saturday, June 21, 2025, from 12:00 p.m. to 4:00 p.m. at the Portsmouth Skatepark (Rain Date will be on Sunday, June 22, 2025) – **Voted** to refer to the City Manager with Authority to Act.
11. Letter from Robin Rousseau requesting that the City Council consider creating zoning regulations regarding 5G cellular towers – **Voted** to accept and place the letter on file.
12. Letter from Craig Welch, Executive Director, Portsmouth Housing Authority & PHA Housing Development Ltd., requesting the waiver of permit fees for their project at the Christ Church Workforce Housing and HAVEN at 1035 Lafayette Road – **Voted** to waive the permit fees as stated. Councilor Bagley voted opposed.
13. Email Correspondence – **Voted** to accept and place on file.
14. Appointment to be Considered – Reappointment of Celeste Brooks to the Cemetery Committee – The City Council considered the reappointment of Celeste Brooks to the Cemetery Committee and will take action at the June 9, 2025, City Council meeting.
15. Request for first reading for Free 30 Minute Resident Parking in Downtown Metered Parking Areas – **Voted** to amend Chapter 7, Article III, Traffic Ordinance, Section 7.326, Limited Parking – Fifteen Minutes, to amend the ordinance to convert twenty-five 15 minute parking spaces to Free 30 Minute Resident Parking Spaces in Downtown Metered Parking Areas, and to schedule first reading at the June 9, 2025, City Council meeting with a report back from the Economic Development Commission and the Parking & Traffic Safety Committee. City Manager Conard advised the City Council that a map would be provided at first reading outlining all of the 15-minute parking spots located in the downtown area.
16. Hanover Street Valet License – The 100 Club – **Voted** to approve annual renewal of valet license for The 100 Club. Councilor Bagley recused from voting on this matter.
17. Brewster Street Loading Zone Hours – **Voted** to approve change in loading zone hours from 7:00 a.m. to 3:00 p.m., Monday through Friday, to 6:00 a.m. to 11:00 a.m., Monday through Saturday.
18. Parking & Traffic Safety Committee Action Sheet and Minutes of the May 1, 2025, meeting – **Voted** to approve and accept the action sheet and minutes of the May 1, 2025, Parking & Traffic Safety Committee meeting.
19. Acceptance of Donation for the Police Department from Geno's Chowder and Sandwich Shop - \$250.00 – **Voted** to approve and accept the donation as presented.

20. Acceptance of Donation for the Police Department from Mrs. Gail Frongillo - \$30.00 – **Voted** to approve and accept the donation as presented.

21. City Manager's Informational Items

- Master Plan Update – City Manager Conard announced the City has executed a contract with the planning and design firm Utile for the Master Plan Update. She reported that Utile has hired an outreach coordinator and local accessibility expert Anne Weidman to support the overall outreach process, expanding the reach of the Plan throughout the community. She advised the City Council that a Master Plan Steering Committee is currently being assembled to support the development of the Master Plan. She stated that the Steering Committee will be comprised of members of the City Council, Planning Board, Housing Blue Ribbon Committee, Economic Development Commission, Arts & Cultural Commission, Recreation Board, and community members. She also announced that a large community meeting and public visioning open house is planned for September. In addition, a new page on the City website has been dedicated to the Master Plan effort.
- Bond Rating Update – City Manager Conard announced for the 13th consecutive time the City has received its AAA Bond Rating.

22. Adjournment – At 9:20 p.m., **voted** to adjourn the meeting.

Respectfully submitted:

Kelli L. Barnaby, MMC/CNHMC
City Clerk