

CITY COUNCIL MEETING

MUNICIPAL COMPLEX
DATE: MONDAY, OCTOBER 20, 2025

PORTSMOUTH, NH
TIME: 7:00PM

Assistant Mayor Kelley moved to close the Non-Public Session and seal the minutes. Seconded by Councilor Moreau and voted.

III. CALL TO ORDER

Mayor McEachern called the meeting to order at 7:05 p.m.

IV. ROLL CALL

PRESENT: Mayor McEachern, Assistant Mayor Kelley, Councilors Tabor, Cook, Denton, Blalock, Bagley, Moreau, and Lombardi

V. INVOCATION

Mayor McEachern asked everyone to join in a moment of silent prayer.

VI. PLEDGE OF ALLEGIANCE

Student Mayor's Jacob Turk and David Flavin led in the Pledge of Allegiance to the Flag.

PROCLAMATIONS

1. Community Clean Up Day in Portsmouth – Jacob Turk, Student Mayor for a Day

Student Mayor for a Day Jacob Turk, read his Proclamation declaring Community Clean Up Day in Portsmouth and urged all members of the community to do their part everyday but especially on June 15th, the last day of school.

2. Good Neighbor Day in Portsmouth – David Flavin, Student Mayor for a Day

Student Mayor for a Day David Flavin, read his Proclamation declaring Good Neighbor Day in Portsmouth and called on every citizen able to volunteer their time, money, or expertise to find an organization in need and help their neighbors on October 20, 2025.

3. Halloween Parade

Mayor McEachern read the Proclamation declaring October 31st as Halloween Parade Day.

VIII. RECOGNITIONS AND VOLUNTEER COMMITTEE REPORTS

Mayor McEachern recognized the Portsmouth High School Clipper Golf Team for winning the NHIAA Division II Golf State Championship at the Mount Washington Golf Course. He announced that this is the school's first state golf championship since 1962! He also recognized Junior Grey Gagnon who was the medalist and low scorer of the tournament for the second year in a row, with a score of 69 (Par 72)!

Coach Kyle Harrison thanked Mayor McEachern and City Council for this recognition and spoke to how coachable the kids are, and they genuinely care about each other and are a respectful group.

VII. ACCEPTANCE OF MINUTES – AUGUST 18, 2025

Councilor Moreau moved to approve and accept the minutes of the August 18, 2025, City Council meeting. Seconded by Assistant Mayor Kelley and voted.

IX. PUBLIC COMMENT SESSION (*This session shall not exceed 45 minutes*) – (*participation may be in person or via Zoom*)

Tyler Garzo, (via zoom) asked the City Council to look at the license plate scanners and to take a position on this matter.

X. PUBLIC HEARING AND VOTE ON ORDINANCE AND/OR RESOLUTION

First Reading of Ordinance:

- A. First 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

Councilor Cook moved to pass first reading and schedule a public hearing and second reading at the November 17, 2025, City Council meeting. Seconded by Assistant Mayor Kelley.

Councilor Cook said that there will be several ordinances on for first reading with various amendments along with a full presentation at the next City Council meeting. She said that outstanding work was done by the Legal Team and Senior Assistant City Attorney Ferrini and expressed her thanks and appreciation.

Motion passed.

- B. First 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

Councilor Tabor moved to pass first reading and schedule a public hearing and second reading at the November 17, 2025, City Council meeting. Seconded by Councilor Denton and voted.

- C. First Reading of Ordinance amending Chapter 7 – Vehicles, Traffic and Parking, Article I – Parking Meters, Section 7.114 – Construction Permit be deleted in its entirety

Councilor Bagley moved to pass first reading and schedule a public hearing and second reading at the November 17, 2025, City Council meeting. Seconded by Councilor Blalock and voted.

- D. First 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

Assistant Mayor Kelley moved to pass first reading and schedule a public hearing and second reading at the November 17, 2025, City Council meeting. Seconded by Councilor Moreau and voted.

- E. First Reading of Ordinance amending Chapter 9, Article V – Public Way Obstructions, Placement & Registration including Sections 9.501 – 9.511 be deleted in its entirety

Councilor Lombardi moved to pass first reading and schedule a public hearing and second reading at the November 17, 2025, City Council meeting. Seconded by Councilor Cook and voted.

- F. First 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

Councilor Moreau moved to pass first reading and schedule a public hearing and second reading at the November 17, 2025, City Council meeting. Seconded by Councilor Bagley and voted.

- G. First 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 109 Dennett Street, Tax Map 142, Lot 27 from the Historic District Overlay

Councilor Blalock moved to pass first reading and schedule a public hearing and second reading at the November 17, 2025, City Council meeting. Seconded by Councilor Lombardi.

Councilor Moreau reported that the Planning Board voted not to remove 109 Dennett Street from the Historic District Overlay. She said many years ago the owner was told she was in the Historic District. She stated that we should not go against the Historic District Commission and that this is not punitive in nature.

Councilor Lombardi said that this is an historic home that was built in the 1800's with a cape cod dormer. He spoke to the established process to appeal the HDC through the superior court. He stated that there was no permit applied for by the owner for this project.

Councilor Bagley said if anyone has strong feelings regarding this matter they should come to the public hearing at the next City Council meeting.

Councilor Cook said she understands the value of the historic district and understands the votes of the HDC and Planning Board. She stated that the City Council is not designed to review land use matters.

Mayor McEachern said he would like to understand the information given and the appeal process.

Councilor Moreau said both sides of the streets should be included in the historic district.

On a roll call vote 6-3, motion passed. Assistant Mayor Kelley, Councilors Tabor, Denton, Blalock, Bagley and Mayor McEachern voted in favor. Councilors Cook, Moreau and Lombardi voted opposed.

Public Hearing on Resolution and Adoption:

H. RESOLUTION APPROPRIATING TWO MILLION FIVE HUNDRED THOUSAND DOLLARS (\$2,500,000.00) TO PURCHASE ONE FIRE APPARATUS AND AUTHORIZING A BOND ISSUE AND/OR NOTES OF UP TO TWO MILLION FIVE HUNDRED THOUSAND DOLLARS (\$2,500,000.00) TO MEET THIS APPROPRIATION

- **PRESENTATION**
- **CITY COUNCIL QUESTIONS**
- **PUBLIC HEARING SPEAKERS**
- **ADDITIONAL COUNCIL QUESTIONS AND DELIBERATIONS**

Fire Chief McQuillen reminded the City Council that there is a situation where fire truck manufacturers have to have a great amount of lead time to produce and provide apparatus. He said three years ago he came before the City Council to move up the purchase of a fire truck and the department still has not received the truck. He reported that we expect the apparatus to arrive in approximately 60 months.

Councilor Bagley asked Chief McQuillen to speak to the type of truck we would be receiving. Fire Chief McQuillen said that it is a 100-foot aerial truck and is the industry's standard.

Mayor McEachern read the legal notice, declared the public hearing open and called for speakers.

Tyler Garzo, (via zoom), said he would like to see the truck compatible and able to navigate speed cushions.

With no further speakers, Mayor McEachern closed the public hearing.

Chief McQuillen also informed the City Council that our apparatus takes longer to build.

Councilor Tabor moved to adopt the Resolution as presented. Seconded by Councilor Moreau.

On a unanimous roll call 9-0, motion passed.

XI. CITY MANAGER'S ITEMS WHICH REQUIRE ACTION

A. CITY MANAGER CONARD

1. Approval of Change to Authorized Representative for Education Coalition Communities
2.0 NH

City Manager Conard said that we work with communities in sharing services to not bring back the donor communities. She stated that the a board member of the Coalition passed unexpectedly and she would like to have Nathan D. Lunney, Deputy City Manager – Finance & Administration as the City's authorized representative to the Education Coalition Communities 2.0 NH.

Assistant Mayor Kelley moved to authorize Nathan D. Lunney, Deputy City Manager – Finance & Administration, as the City's authorized representative to the Education Coalition Communities 2.0 NH. Seconded by Councilor Denton.

Councilor Cook thanked Deputy City Manager – Finance & Administration Lunney for stepping forward to serve and share his experience with the Coalition.

Motion passed.

XII. CONSENT AGENDA

(There are no items on this section of the agenda this evening)

XIII. PRESENTATIONS AND WRITTEN COMMUNICATIONS

A. Email Correspondence

Councilor Blalock moved to accept and place on file. Seconded by Councilor Lombardi and voted.

XIV. MAYOR McEACHERN

1. Appointment to be Considered:
 - Appointment of Tara Rix to the Cemetery Committee

The City Council considered the appointment of Tara Rix to the Cemetery Committee and will be acted upon by the City Council at the November 17, 2025, meeting.

2. Appointment to be Voted:
 - Reappointment of Patricia Bagley to the Trees & Public Greenery Committee

Councilor Bagley moved the reappointment of Patricia Bagley to the Trees & Public Greenery Committee. Seconded by Assistant Mayor Kelley and voted.

XV. CITY COUNCIL MEMBERS

A. COUNCILOR TABOR

1. Request for First Reading of a new Ordinance to establish a permanent Energy Advisory Committee

Councilor Tabor moved to request the Legal Department draft an ordinance for first reading amending Chapter 1, Administrative Code, Article IV, Commissions and Authorities, Section 1.414 to establish a permanent Energy Advisory Committee for the November 17, 2025, City Council meeting. Seconded by Councilor Blalock.

Councilor Tabor explained the reasons for making this a permanent Energy Advisory Committee.

Councilor Cook said she has served the last two terms on the Committee and it has a high level of expertise and supports the motion.

Motion passed.

2. Audit Committee Update

Councilor Tabor provided a brief update regarding the Audit Committee. He reported that the committee voted to recommend to the City Council continue to work with CLA in 2026.

B. COUNCILOR COOK

1. Municipal Arts and Cultural Banner Program Policy for Review

Councilor Cook reported that the Municipal Arts and Cultural Banner Program Policy will come back for approval at the November 17, 2025, City Council meeting.

C. COUNCILOR BAGLEY

1. **Action Items Needing Approval by City Council:**

- Portwalk Place

Councilor Bagley moved to approve renewal of annual valet license agreement for Hampton Inn & Suites. Seconded by Councilor Denton and voted.

- Portwalk Place

Councilor Bagley moved to approve renewal of annual valet license agreement for Marriott Residence Inn. Seconded by Councilor Blalock and voted.

2. Parking & Traffic Safety Committee Action Sheet and Minutes of October 2, 2025

Councilor Bagley moved to approve and accept the action sheet and minutes of the October 2, 2025, Parking & Traffic Safety Committee meeting. Seconded by Councilor Lombardi.

A brief discussion among the City Council was held regarding E-bicycles and the concerns surrounding these types of bicycles.

Motion passed.

XVI. APPROVAL OF GRANTS/DONATIONS

(There are no Grants or Donations on for Approval this evening)

XVII. CITY MANAGER'S INFORMATIONAL ITEMS

1. Upcoming Visits with the City Manager at the Library

City Manager Conard announced with the 2025 Farmers' Market season coming to a close on Saturday, October 25th, she would welcome members of the public to visit with members of City staff and her on the following dates from 10:00 a.m. to Noon at the Library:

- November 8th
- December 20th
- January 10th
- February 14th
- March 14th
- April 11th

2. Food Permits

City Manager Conard reported that there are 284 Food Permits and 159 with Liquor Licenses and 125 are without Liquor Licenses. She also indicated that the total number of seats under the license for October 2025 is 31,271.

XVIII. MISCELLANEOUS BUSINESS INCLUDING BUSINESS REMAINING UNFINISHED AT PREVIOUS MEETING

XIX. ADJOURNMENT

At 8:10 p.m., Assistant Mayor Kelley moved to adjourn the meeting. Seconded by Councilor Bagley and voted.



KELLI L. BARNABY, MMC/CNHMC
CITY CLERK