

PORTSMOUTH TOWN COUNCIL MEETING
JANUARY 22, 2018 MINUTES

6:00 PM – Town Council Chambers, Portsmouth Town Hall, 2200 East Main Road

MEMBERS PRESENT: Keith E. Hamilton, Kevin M. Aguiar, David M. Gleason, Paul F. Kesson, Elizabeth A. Pedro, Linda L. Ujifusa, J. Mark Ryan

ALSO PRESENT: Lisa Higgins

Time: 6:02 PM

EXECUTIVE SESSION – Motion to go into Executive Session made by Mr. Kesson, seconded by Dr. Ryan. Motion passed 7-0.

1. RIGL 42-46-5(a)(1) Personnel: Town Administrator - With regards to the contract with the Town of Portsmouth, please be advised that RIGL 42-46-5(a)(1) requires that any discussions of the job performance, character, or physical or mental health of a person provided that such person affected shall have been notified in advance in writing and advised that they may require that the discussion be held at an open meeting.

ADJOURN – Motion to Adjourn made by Ms. Ujifusa, seconded by Dr. Ryan. Motion passed 7-0.

Time: 6:47 PM

Time: 7:01 PM

7:00 PM – Town Council Chambers, Portsmouth Town Hall, 2200 East Main Road

PLEDGE OF ALLEGIANCE – The Pledge of Allegiance was followed by a Moment of Silence for our men and women serving around the world in harm's way.

SITTING AS THE PORTSMOUTH TOWN COUNCIL

PRESIDENT'S EXECUTIVE SUMMARY – Mr. Hamilton stated that there was a discussion about the Town Administrator's proposed contract. No votes were taken.

CONSENT AGENDA

1. Bills – Motion to receive and place on file made by Ms. Ujifusa, seconded by Dr. Ryan. Motion passed 6-0-1. Mr. Kesson recused himself.

MINUTES

TCM 1/8/18 – Motion to approve the minutes made by Mr. Kesson, seconded by Mr. Aguiar. Motion to amend the motion made by Mr. Kesson, seconded by Mr. Gleason, to include that the Town Council did not vote on the Legislative Agenda that was presented at the meeting and that the School Committed did vote on their Legislative Agenda per the conversation on the recording. Amended motion passed 7-0. Original motion passed 7-0.

TAX VOUCHERS

Request Approval for Tax Vouchers #2018122-01 to #2018122-14. – Motion to approve made by Mr. Kesson, seconded by Ms. Pedro. Motion passed 7-0.

TOWN ADMINISTRATOR'S REPORT

1. PAYT Update – Waste Zero reports that bags are shipping this week and should be in stores by this weekend. Initial “Roll-Out” to be in eight (8) stores: Clements’ Market; Dominas’ Agway; Rite-Aid (2); Prudence Variety; Green Grocer; Patriot Petroleum; and Ace Hardware. We’re waiting on the Portsmouth Cumberland Farms and Seabra in Bristol for confirmation they will also carry our bags. Over 100 people have attended the PAYT workshops held by our Solid Waste and Recycling Coordinator, Ray Antaya, and this Wednesday we will hold the second of two training sessions for our Transfer Station Guards and Personnel. Representatives from Waste Zero and Ray Antaya have also appeared on the Portsmouth This Week TV Program and will appear again next Friday. Additionally, the Recycling Coordinator will be at the Transfer Station during the first week of PAYT.
2. Police Building Construction Update – The project is about 8% complete. All footings have been poured and construction of the foundation walls are underway. Our contractor advises that weather delays have impacted the schedule by about two weeks. They have discussed re-sequencing of activities to mitigate the delay and have advised us they plan to ask subs to increase staffing levels and work multiple areas simultaneously to recover lost time. Our next milestone date is steel delivery. Structural Steel Delivery is scheduled for the week of 26 Feb. The contractor believes this date is still valid and reports they will be ready. The project is still on budget.
3. Report on Town Hall Citizen Meeting re Coyotes – Last Tuesday our Police Chief, Tom Lee, coordinated a community outreach meeting with local residents concerned about the island’s coyote population. Numi Mitchell from The Conservation Agency and State DEM Biologist Charles Brown discussed coyotes and how to control their population and answered questions from those in attendance. Additionally, our ACO, Elizabeth Futoma, spoke about how we track sightings and provided information on when and how to contact the police.
4. Announcement of RI Risk Management Trust award for WorkSmart21 program – The Town is taking part in the RI Trust WorkSmart21 program. WorkSmart21 is a risk management program developed by The Trust to help Members address high workers’ compensation claim activity through an ongoing safety awareness program. Our Safety Committee has worked with

the Trust to establish and meet goals to reduce the frequency and severity of work related injuries and implement safe work practices. It's my pleasure to report the Trust awarded \$500 to the Town last week in recognition of the work our committee has done.

5. Announcement of RI League of Cities and Towns Convention – The RI League of Cities and Towns will hold their 18th Annual Convention this week. Most Department Heads will go and an invitation has been extended to those on the Council who can attend. There will be 18 workshops this year covering subjects from Records Management in Local Government, the status of the current Arbitration Process, to Ethical Issues Surrounding Municipal Contracts. As in previous years, there is no charge for anyone wishing to attend.

RESIGNATIONS AND APPOINTMENTS

1. Resignations

a. Lower Glen Farm Preservation Committee – Motion to accept Mr. Richtmyer's resignation with regret made by Mr. Aguiar, seconded by Mr. Kesson. Motion passed 7-0.

b. Tax Assessment Board of Review – Motion to accept Mr. Endrusick's resignation with regret made by Mr. Aguiar, seconded by Dr. Ryan. Motion passed 7-0.

2. Appointments

a. Bristol Ferry Town Common Committee (Re-Appt.) – Motion to approve reappointments for Ms. Elliott, Ms. Sears, Mr. Smith and Ms. Smith made by Mr. Gleason, seconded by Mr. Aguiar. Motion passed 7-0.

b. Design Review Board (Re-Appt.) – Motion to approve the reappointment of Mr. Avery made by Mr. Kesson, seconded by Dr. Ryan. Motion passed 7-0.

c. Glen Manor House Authority (Re-Appt.) – Motion to approve the reappointment of Ms. Raposa made by Ms. Pedro, seconded by Mr. Kesson. Motion passed 7-0.

d. Harbor Commission (Re-Appt.) – Motion to approve the reappointments of Ms. Brown and Mr. Garceau made by Mr. Kesson, seconded by Ms. Pedro. Motion passed 7-0.

e. Tank Farm Development Advisory Committee (Re-Appt.) – Motion to approve the reappointments of Mr. Andrews, Ms. Cortvriend, Mr. Gump, Mr. Humphreys, Mr. Lopes, Jr., Mr. Thayer and Mr. Vitkevich made by Dr. Ryan, seconded by Mr. Kesson. Motion passed 7-0.

f. Tax Assessment Board of Review (Re-Appt.) – Motion to approve the reappointment of Mr. Finnegan made by Mr. Kesson, seconded by Dr. Ryan. Motion passed 7-0.

OLD BUSINESS

1. Request Approval of RFP Bid Response for Replacement of Town Signs – Motion to approve the RFP Bid in the amount of \$16,850 to Liptak Signs made by Ms. Pedro, seconded by Mr. Kesson. Motion passed 7-0.

2. Request Approval of Bid to Remove and Install a New Transfer Station Compactor – Motion to approve the RFP Bid in the amount of \$228,509 to Maguire Equipment made by Mr. Kesson, seconded by Mr. Gleason. Motion passed 7-0.
3. Discussion/Action – Aquidneck Island Planning Commission Questionnaire – Mr. Kesson and Ms. Pedro had discussed their answers at the previous Council meeting. Mr. Gleason discussed his answers to the questions. No other discussion took place. No motions made.
4. Monthly Finance Report – Mr. Kesson asked if a substantial taxpayer’s bill had been paid yet. As of the meeting it had not been paid. Motion to receive the Monthly Finance Report and place it on file made by Dr. Ryan, seconded by Mr. Aguiar. Motion passed 7-0.
5. Discussion/Action – Approval of 2018-2021 Town Administrator Contract – Motion by Mr. Kesson, seconded by Ms. Pedro to move the discussion to after NB2. Motion passed 4-3. Mr. Aguiar, Ms. Ujifusa and Dr. Ryan in dissent.

NEW BUSINESS

Motion to move NB4 to the top of New Business due to a number of children wishing to speak on the Request for a Public Hearing on the Proposed Plastic Bag Ordinance, made by Ms. Pedro, seconded by Mr. Gleason. Motion passed 7-0.

NB4. Request a Public Hearing for Proposed Plastic Bag Ordinance – Sixth Grade Students from St. Michael’s Country Day School spoke out in support for a Public Hearing on the Proposed Plastic Bag Ordinance. Motion to approve the Public Hearing for February 26, 2018 made by Mr. Kesson, seconded by Ms. Ujifusa. Motion passed 7-0.

1. Announcement of Portsmouth Prevention Coalition's Project Purple Week: January 22–26, 2018.
 - a. Request Approval of Project Purple Week Proclamation – Motion to approve the Proclamation made by Ms. Ujifusa, seconded by Mr. Aguiar. Motion passed 7-0.
2. Presentation of FY 17 Audit – Presentation made by Mary Sahady, Senior Partner of Hague, Sahady & Co., and by Kyle Connors, in charge of the team who conducted the Audit. The audit was conducted in accordance with auditing standards accepted in the US. There were no material weaknesses and no significant deficiencies identified. Motion to receive and place on file made by Mr. Kesson, seconded by Ms. Pedro. Motion passed 7-0. Motion made by Mr. Kesson, seconded by Ms. Pedro, for a full accounting of the 2012-13 Warrants and for the development of a plan to take care of the deficit. Motion passed 7-0.

OB5. Discussion/Action – Approval of 2018-2021 Town Administrator Contract – Motion to approve the Town Administrator’s contract with the following removed from fifth bullet of the contract ‘*or the increase in the consumer price index, whichever is greater*’ made by Dr. Ryan, seconded by Ms. Ujifusa. Motion passed 4-3. Mr. Kesson, Ms. Pedro and Mr. Gleason in dissent.

3. Discussion/Action – Recommendations from the Tank Farm Advisory Committee – Motion to follow the recommendations by the Tank Farm Advisory Committee made by Ms. Ujifusa, seconded by Dr. Ryan. Motion passed 6-1. Mr. Kesson in dissent.

CORRESPONDENCE

1. Letter re: Project Notification of Proposed Toll System Along Five Major Highway Corridors.
2. Letter to the Portsmouth Postmaster Regarding the Safety Issue with the Melville Basin.
3. Request Support of Resolution from the Newport City Council Regarding the Increases to Electric and Gas Bills from National Grid.

Motion to receive all Correspondence and place on file made by Mr. Kesson, seconded by Dr. Ryan. Motion passed 7-0.

FUTURE MEETINGS

Feb 12 7:00 PM – Town Council Meeting
Feb 26 7:00 PM – Town Council Meeting
Mar 12 7:00 PM – Town Council Meeting

ADJOURN – Motion to adjourn made by Mr. Kesson, seconded by Ms. Pedro. Motion passed 7-0.

Time: 10:32

Jennifer M. West, Town Clerk