

PORTSMOUTH TOWN COUNCIL MEETING  
AUGUST 13, 2019 (Tuesday) MINUTES

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

MEMBERS PRESENT: Kevin M. Aguiar, Linda L. Ujifusa, J. Mark Ryan, Keith E. Hamilton, Leonard B. Katzman, Andrew V. Kelly and Daniela T. Abbott

Time: 7:00 PM

**EMERGENCY EVACUATION PLAN**

**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**

**PRESENTATIONS/RECOGNITIONS**

1. Presentation of the Portsmouth Award - Hubert “Huck” Little

**CONSENT AGENDA**

1. Bills
2. CRMC – Finding & Notice of Violation 19-0110  
Deanna Riley, PO Box 4733, Middletown, RI 02842 – Undertaken cutting of vegetation and installation of fencing within 200 feet of a coastal feature from your property located at Mount View Road, Portsmouth, RI without benefit of a CRMC assent or in violation of a Council Order
3. CRMC – PUBLIC NOTICE:  
An Application of SEPOL BG Acquisitions, LLC, PO Box 254, Portsmouth, RI 02871, for a State of RI Assent to construct and maintain: residential boating facility consisting of a set of stairs to a 4x92’ fixed pier, to a 26’ ramp to a 8’x18.75’ float, extending to 75’ beyond Mean Low Water. This facility requests a Variance to 650-RICR-20-00-1.3.1(D)(11)(k) and (1) – distance to site lot line extensions and length beyond MLW. Project Location: 175 Narragansett Blvd
4. Business Closure:  
TRG Partners LLC d/b/a Seaview Coffee, 2005 East Main Road
5. Peddler Licenses – Specific Event: Firefly Yoga Festival, Glen Park, September 14, 2019
  - a. Art Inspired by Stillness, Sherri Snyder, 25A Mt. Hygeia Rd, Foster, RI 02825 (#1536) –

Motion to approve the Consent Agenda made by Mr. Katzman, seconded by Dr. Ryan. Motion passed 7-0.

**MINUTES**

TCM 7/8/19 – Motion to approve the minutes as amended made by Mr. Katzman, seconded by Dr. Ryan. Motion passed 7-0.

## **TAX VOUCHERS**

Request approval for Tax Vouchers #20190813-01 to #20190813-09. – Motion to approve Tax vouchers #20190813-01 to #20190813-09 made by Mr. Katzman, seconded by Mr. Hamilton. Motion passed 7-0.

## **TOWN ADMINISTRATOR'S REPORT**

1. Recreation Department Update – The newly formed Recreation Committee is working on bylaws and prioritizing issues and matters they plan to address. Already, they worked with Staff to provide feedback on the Parks and Recreation Community Needs and Goals survey. The RFP for the survey was issued last month and responses due no later than 2:00pm Thursday. Contingent on responses received, our intent is to forward a recommended consultant to the Council at the next meeting.
2. FY 2021 Budget Process Update (CIP, CIVIC Support, Staffing) – It seems like just yesterday we completed the FY 2020 Budget process, but it is time to start again for FY 2021. This year we will concentrate on three areas which could be handled even better next year: First – Updating and refinement of Capital Needs will start this month. From that work, we will create a proposed FY20 CIP for review in late Fall; Second – For many years the Civic Support process was a relatively low-key affair which was always based on the previous year and lacked budgetary rigor. Over the last two weeks, I have been working with colleagues from other RI Cities and Towns to develop a proposed process for Civic Support requests. Goal is to provide a suggested Civic Support Request process for your review and approval by the end of September; And Third – Over the next few months, the HR Director and I will be conducting a “deep dive” review of our manpower requirements. We will use dept. audits of 2015 as a starting point and review findings with Council when the study is complete.
3. Upcoming National Grid Energy Efficiency Community Engagement program for Portsmouth – National Grid has initiated an Energy Efficiency Community Engagement Program. They have been working with Town Staff and will be promoting energy efficiency measures and programs for Residents and Businesses which can be taken advantage of for free or significantly reduced cost.
4. Recognition of outstanding performance of duty by FF Kevin Farley – Late last month a young woman lost control of her vehicle and crashed into a utility pole in CFP. I'd like to recognize FF Kevin Farley, who was off duty and traveling on Rt 24 when he came upon the scene of the accident. Without hesitation, Kevin pulled over, ran down an embankment, assisted the accident victim from the car and administered C-Spine stabilization until a rescue crew arrived. Thankfully, the woman suffered only minor injuries, but the selfless commitment to duty exhibited by FF Farley was in keeping with the highest standards of professionalism of our Portsmouth Fire Department – and for that, I want to publicly thank FF Farley.
5. RI Safety Award – I'd also like to recognize the Safety Committee for earning another financial award from RI Interlocal Trust for again reaching required safety milestones. They have earned this recognition every quarter for over two years, resulting in excess of \$3000 in grants to the Town to be used for the furtherment of safety initiatives.
6. ALT Aquidneck Island Build-Out Analysis Presentation – Tomorrow, from 5 - 7pm at the Atlantic Resort in Middletown, the ALT will host a public program to share details of a build-out analysis of Aquidneck Island. The analysis will focus on current development trends vs trends with the application of conservation and smart growth initiatives. This event is open to the general public.
7. Portsmouth Representation at NWC International Program Event – Every year the NWC hosts senior military officers and government officials from around the world for a year of graduate study. Last Saturday, together with Newport and Middletown municipal officials, I represented Portsmouth at a reception which welcomed students and their families from over 76 countries to Aquidneck Island.
8. Resiliency Workshop – On Thursday, July 25th, we hosted a Community Resilience Building Workshop. This completes one of the milestones required when we were selected as one of the first communities in the state to participate in the Municipal Resilience Program. The workshop was a tremendous success, attended by over 50 engaged and supporting citizens, town staff and community

leaders who share a commitment to making our Town safer and more resilient. The main goal of the workshop was to solicit contributions from everyone involved to identify specific assets, threats and priority projects that can help Portsmouth become safer and more resilient in the face of climate change. The output from the workshop will be turned over to the Town in a report from the Nature Conservancy which can be used by Portsmouth to support funding requests to the RI Infrastructure Bank for priority resiliency infrastructure projects.

9. National Night Out – On August 6th, the Police Department hosted National Night Out 2019 at the Glen Fields. The event is held the first Tuesday every August to promote police-community partnerships in neighborhoods across the country. Co-sponsored by the Rec. Dept. and our summer camp counselors, with assistance provided by the Portsmouth Prevention Coalition. I'd like to thank Chief Peters, the entire Police Force, our Rec. Director, Wendy Bulk, and Corey Silvia of the Prevention Coalition for organizing this great initiative.

10. Town Clerk Graduation from New England Municipality Institute and Academy – I'd like to recognize our Town Clerk for reaching a significant milestone in her career. Jennifer West recently completed her third year of studies at the New England Municipal Clerks' Institute at Plymouth State University. Year three is the final year of the Institute program, which concentrates on public relations, parliamentary procedure, decision-making, personal development, management, computers, public speaking and professionalism. Completion of the program entitles Jenn to apply for the International Institute of Municipal Clerks' Certified Municipal Clerk designation. Congratulations Jenn!

## **RESIGNATIONS AND APPOINTMENTS**

### 1. Resignation:

a. Canvassing Authority – Motion to accept Regina Shers' resignation with regret made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.

b. Planning Board – Motion to accept Michael James' resignation with regret made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.

### 2. Appointment:

a. Economic Development Committee (Re-App) – Motion to reappoint Frederick Marano made by Ms. Ujifusa, seconded by Ms. Abbott. Motion passed 7-0.

## **OLD BUSINESS (Discussion/Action)**

1. Request approval of a resolution requesting a non-restoring line of credit in the amount of \$2,000,000 to be allocated to continue funding for the Community Septic System Loan Program (CSSLP). – Motion to approve made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.

2. Monthly finance report. – Motion to receive and place on file made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.

## **NEW BUSINESS (Discussion/Action)**

1. Request a Resolution to RITBA to install lights on the Mt. Hope Bridge Tower for the 90 Celebration. – Motion to approve made by Mr. Hamilton, seconded by Mr. Kelly. Motion passed 7-0.

2. Request to develop a plan for trash pick-up on Park Avenue during summer months. – Motion to "rip the band-aid off" and take the barrels out this Friday (August 16, 2019) and see how it goes and

readdress it at our next meeting made by Mr. Hamilton, seconded by Ms. Ujifusa. Motion to amend the motion made by Mr. Hamilton to do what he's recommended and to have the staff prepare a recommendation for a more complete proposal for all the Town properties at a meeting sometime in September made by Ms. Ujifusa, seconded by Mr. Hamilton. Motion to approve the amendment passed 7-0. Motion to approve the main motion as amended passed 7-0.

3. Request Sponsorship for Portsmouth Public Education Foundation's Fall Social. – Motion to approve \$500.00 to be taken out of the Town Council's contingency fund for the Portsmouth Public Education's Fall Social made by Ms. Ujifusa, seconded by Mr. Kelly. Motion passed 7-0.

4. Solid Waste Recycling Committee Recommendations to Town Council. – Motion to approve installation of a streetlight at the entrance to the Transfer Station be added to the 2020 provisional budget made by Ms. Ujifusa, seconded by Mr. Katzman. Motion passed 7-0. Motion to prorate Transfer Station stickers as proposed by Mr. Pietz without modification made by Ms. Ujifusa, seconded by Mr. Katzman. Motion passed 6-1. Mr. Kelly in dissent.

5. Request approval of Charter Review Committee By-Laws. – Motion to approve the By-laws as presented made by Ms. Ujifusa, seconded by Dr. Ryan. Motion passed 7-0.

6. Request approval of amendments to Economic Development Committee By-Laws. – Motion to approve the By-laws as amended by Ms. Ujifusa, seconded by Mr. Kelly. Motion passed 7-0.

7. Request approval of Moving Wall Day Proclamation. – Motion to approve made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.

8. Request approval of resolution to declare the week of April 18-25, 2020, a week-long celebration of the 50<sup>th</sup> birthday of Earth Day. – Motion to approve with the amended change of date made by Mr. Katzman, seconded by Dr. Ryan. Motion passed 7-0.

9. Discussion and approval of the Town Council priorities for the Town Administrator. – No motions made. Tabled to a future meeting.

10. Request Town Council approval of the Portsmouth Public Schools Submission of Necessity of School Construction Letter of Intent. – Motion to approve made by Ms. Abbott, seconded by Ms. Ujifusa. Motion passed 7-0.

11. Request approval of the contract with BETA Engineering for Pavement Management program update. – Motion to approve made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 6-0-1. Mr. Aguiar recused.

12. Request approval of the appointment of the new Harbormaster. – Motion to approve Patrol Officer Bruce J. Celico Jr. as Harbormaster made by Ms. Abbott, seconded by Ms. Ujifusa. Motion passed 7-0.

13. Request Fire Boat purchase approval. – Motion to approve made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.

14. Request the Town Council approval to solicit from the Republican Party, candidates for the Canvassing Authority Board vacancy and also for the purpose of appointing a Republican alternate. – Motion to approve made by Mr. Hamilton, seconded by Ms. Ujifusa. Motion passed 7-0.

15. Request authorization to establish an emergency response and recovery planning body. – Motion made by Ms. Ujjifusa, seconded by Mr. Kelly:

- a. To establish a standing Emergency Response and Recovery Planning Committee that works under the leadership of the Town Emergency Manager.
- b. That the Committee ensure that the Incident Command Structure is adopted as the local management structure for complex emergencies, disasters and catastrophes.
- c. Pursuant to town Ordinance 2011-11-28 and RIGL 30-15-12, membership in this Committee, and all subgroups, that may be created, is open to all volunteers and stakeholders without appointment by the Town Council, and that such volunteers and stakeholders shall work with and under the direction of the Emergency Manager, who shall work in consultation with the Fire Dept., Police Dept. and DPW.
- d. Plans that are finalized by the Committee shall be presented to the Town Administrator and Town Council for approval, if required.
- e. That the Town Administrator shall make it a priority to ensure that staff properly participate in, and support the efforts of, the Committee so that a “holistic planning approach” may be instituted.
- f. That the Emergency Manager and Committee be authorized to coordinate or work with local, state and federal representatives to ensure that response and recovery planning are optimized.
- g. That Town Council members serve as liaison to this Committee to facilitate updates on the work of the Committee to the Council.

Motion passed 7-0.

16. Request to advertise for a Public Hearing to Adopt updated Portsmouth Harbor Management Plan. – Motion to approve to advertise for a Public Hearing on October 28, 2019 made by Mr. Hamilton, seconded by Mr. Kelly. Motion passed 7-0.

### **CORRESPONDENCE**

1. Monthly RIRRC Report. / R. Antaya
2. Report and update on AIPC activities and finances. / J. Shea, Executive Director, AIPC
3. Letter of thanks. / J. Nolan, Secretary, Portsmouth Garden Club
4. Incentive funds received for achieving Trust in Safety goals for the period of April 1 through June 30, 2019. / Rhode Island Interlocal Risk Management Trust
5. Letter of thanks. / D. McLaughlin, Clean Ocean Access
6. Letter of thanks. / J. Pacheco, President, Burrillville Town Council

Motion to receive all correspondence and place on file made by Mr. Hamilton, seconded by Mr. Kelly. Motion passed 7-0.

### **FUTURE MEETINGS**

- Aug 26 7:00 PM - Town Council Meeting  
Sep 09 7:00 PM - Town Council Meeting  
Sept 14 12:00 PM - Town Council Meeting - Prudence Island (Saturday)

**ADJOURN** – Motion to adjourn made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.

Time: 9:27 PM

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Jennifer M. West, Town Clerk