

PORTSMOUTH TOWN COUNCIL MEETING
APRIL 20, 2020 MINUTES

On April 20, 2020, the Portsmouth Town Council met in Executive Session at 6:30 PM. At 7:00 PM, the Portsmouth Town Council Meeting was live streamed on the web and by phone dial-in using the Zoom remote meeting service due to Covid-19 and the Governor's Executive order on social distancing and gatherings of no more than 5 people.

6:30 PM – Town Council Chambers, Portsmouth Town Hall, 2200 East Main Road

Time: 6:30 PM

MEMBERS PRESENT: Kevin M. Aguiar in Town Council Chambers

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

EXECUTIVE SESSION – Motion to go into Executive Session under RIGL §42-46-5(a)(2) made by Dr. Ryan, seconded by Mr. Hamilton. Motion passed 7-0.

1. RIGL §42-46-5(a)(2) – Potential Litigation – One vote was taken.

ADJOURN – Motion to seal the minutes and adjourn into Open Session made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.

Time 6:58 PM

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

Time: 7:00 PM

PLEDGE OF ALLEGIANCE

SITTING AS THE PORTSMOUTH TOWN COUNCIL

1. Roll Call – All present.

PRESIDENT'S EXECUTIVE SUMMARY – An Executive Session was held prior to the Town Council Meeting. One vote was taken.

CONSENT AGENDA – Motion to approve as presented made by Mr. Katzman, seconded by Mr. Hamilton. Motion passed 7-0.

Directions to view licensing applications: 1) Click on [Viewpoint](#), 2) Click Records and then type in the record number which is listed on the agenda, 3) Click on the highlighted record to view the application

1. Bills

2. Peddler License - Mobile Food Establishment (MFE), Renewals:

Wally's Hot Dog Cart, 252 Oliphant Ln, Middletown, 1 cart (#1703)

Hawaiian Jim Shave Ice & Co, 144 Greystone Terrace, Portsmouth, 1 truck (#1704)

3. Request from the Armenian National Committee of Rhode Island to Fly the Armenian Flag on April 24, 2020. / S. Elmasian

MINUTES

TCM 4/6/20 – Motion to approve made by Dr. Ryan, seconded by Mr. Hamilton. Motion passed 7-0

TOWN ADMINISTRATOR'S REPORT

1. Portsmouth Award – In May, the Town will be seeking nominations for the annual “Portsmouth Award”. The award is presented annually to an individual, business or civic group in Portsmouth who has consistently demonstrated excellence in community leadership producing significant results directly benefitting the community and its citizens. A press release will be issued this week and information will be made available on our website. Nominations will be due by May 29th.

2. Covid-19 update – I want to say thank you to all our residents, businesses, and community partners. I know the current measures we live under are having a significant impact on our quality of life. Thank you for staying home, limiting social interaction, washing your hands, and using face coverings in public. Rhode Island is doing far better than earlier models predicted, however, we are still in-between two major hot spots, which means it is increasingly important that we continue to follow stay at home orders and other health directives. We all have the ability to slow the spread! I will again remind residents and visitors to keep our first responders and healthcare workers in mind. Every time you put your own health at risk, you are putting their health at risk. I am also aware there is a ton of information being distributed every day and I know it can be difficult to keep up. We are trying to help. Please visit our website where we post current and important information relevant to Portsmouth. There, you will find information and links to guide you if you are feeling sick, need more information on keeping each other safe, are unemployed or have been laid off, need assistance or want to lend a helping hand, are going through a mental health or substance use crisis or you know someone who is or, you are a business or non-profit looking for help. If the answer is not there, call or email the Portsmouth Emergency Operations Center. Again, thank you for your support and cooperation during this unprecedented time. I'd like to specifically address the Portsmouth Food Bank. The Portsmouth Community Emergency Food Bank, operating since March 30, 2020 in a concerted effort to serve the needs of our residents during the COVID-19 crisis, has provided food for many households from the donations of many generous people and organizations. To date we have had 353 visits to the food bank. The number of daily visits has been steadily increasing. 91 families visited the food bank last Thursday alone. The Food Bank is open Monday, Wednesday and Friday from 10:00am to 2:00pm for food distribution and is available only to residents of Portsmouth. The Food Bank is in the Parish Hall of Saint Barnabas Church on East Main Road. Portsmouth residents may come to the lower, rear parking lot of Saint Barnabas Church and follow the signs. A Food Bank volunteer will come out to your car to assist you. We ask that people do not get out of their vehicle. We will provide food for one family per vehicle without prior arrangements. For those unable to come to the Food Bank personally, need other assistance or have special circumstances, we ask you to call 401-643-0323 or email portsmouthri.foodbank@gmail.com to make alternate arrangements. Non-perishable, non-expired food donations are urgently needed. Donations can be dropped off anytime between 8:30am and 2:00pm Monday, Wednesday and Friday. Bring your donation to the Parish Hall, lower parking lot, and a volunteer will come out to your car to receive it. The generous support of all has been overwhelming thus far. Specifically, the items needed include cereal, pancake mix, syrup, mac & cheese, peanut butter, jelly, powdered milk, baked beans, canned fruit, pasta sauce, pasta, canned vegetables, canned tuna or chicken, crackers, Minute Rice packages, canned soups, coffee, tea, hot chocolate, or similar type items. We are also seeking monetary donations. There are multiple ways to do so and they are listed on our website. If you write a check, please make them payable to the

Town of Portsmouth and note “Food Bank” on the check. Checks can be hand delivered to the Food Bank or mailed to “Community Food Bank” at Portsmouth Town Hall, at the Town Hall address. All money donated is placed into a special fund account and will be used for the purchase of food to donate. All this information is available in the Portsmouth-Specific Coronavirus Information section of our website. Again, thank you for your support and cooperation during this unprecedented time.

OLD BUSINESS (Discussion/Action)

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

NEW BUSINESS (Discussion/Action)

1. Presentation of FY 19 Audit. – No votes taken.

2. Request approval for a road opening permit to complete a new gas line installation for 54 Lisa Terrace. – Motion to approve made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.

3. Presentation and Submission for Review – Town Administrator’s Proposed Budget Fiscal Year July 1, 2020 – June 30, 2021 – No votes taken.
(Proposed Budget is Available on the Town’s Website, [FY 21 Town Administrators Budget](#))

CORRESPONDENCE – Motion to receive and place on file made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.

1. Monthly RIRRC Report. / R. Antaya

2. 2019 RIRRC Municipal reports showing great numbers for Portsmouth, #1 in the State for diversions and #4 for recycling. / R. Antaya

FUTURE MEETINGS

Apr 21 7:00 PM - Town Council Meeting: Budget – Discussion on Revenue, Town and School Expenditures

Apr 22 7:00 PM - Town Council Meeting: Budget – Continuation of Budget Discussion as needed

Apr 23 7:00 PM - Town Council Meeting: Budget – Continuation of Budget Discussion as needed

May 11 7:00 PM - Town Council Meeting & Provisional Budget

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

Time: 8:29 PM

Jennifer M. West, Town Clerk