

PORTSMOUTH TOWN COUNCIL MEETING  
SEPTEMBER 28, 2020  
MINUTES

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

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

Time: 7:00 PM

**PLEDGE OF ALLEGIANCE**

**SITTING AS THE PORTSMOUTH TOWN COUNCIL**

1. Roll Call

**PRESIDENT'S EXECUTIVE SUMMARY** – Executive Session was held on September 21, 2020 regarding collective bargaining. One vote was taken. It passed 7-0.

**CONSENT AGENDA** – Motion to approve as presented made by Mr. Hamilton, seconded by Mr. Katzman. 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. CRMC – PUBLIC NOTICE:

An Application of the Town of Portsmouth, c/o Brian Woodhead, DPW Director, 143 Hedley Street, Portsmouth, RI 02871, for a State of RI Assent to replace the existing six-foot wide (span) by three-foot high (rise) concrete arch culvert over Mill Creek (at Narragansett Avenue) with two nine-foot wide by six foot high precast concrete box culverts set side by side. Location: Mill Creek Culvert on Narragansett Avenue.

**SITTING AS THE BOARD OF LICENSE COMMISSIONERS**

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. Request to Advertise for a Public Hearing:

Application for a Class BV Beverage License for Yulin Zhang, d/b/a Mindy's, 3351 East Main Road (#1798) – Motion to approve to advertise on October 15, 2020 and October 22, 2020 for a Public Hearing to be held on October 26, 2020 made by Mr. Hamilton, seconded by Ms. Ujifusa. Motion passed 7-0.

2. Peddler License – Mobile Food Establishment (MFE), New:

Stephen Gilman d/b/a Poppy's Kettle Corn and Waffles, 72 Sayles Avenue, Warwick, RI (#1800)

3. Peddler License – Mobile Food Establishment (MFE), New:

Shishkaberrys d/b/a Shishkaberrys of New England, 87 Spring Street, Shrewsbury, MA (#1801)

4. Peddler License – Mobile Food Establishment (MFE), New:

Black Dog Donuts LLC d/b/a Black Dog Donuts LLC, 52 Woody Hill Rd, Exeter, RI (#1802)

5. Peddler License – Mobile Food Establishment (MFE), New:  
Joseph Reis/Robert Coutier Flip N Roll LLC d/b/a Flip N Roll LLC, 385 America Street, Fall River, MA (#1803)
6. Peddler License – Mobile Food Establishment (MFE), New:  
Bing BBQ LLC d/b/a Binge BBQ, 12 Broadway, Newport, RI (#1804)
7. Peddler License – Mobile Food Establishment (MFE), New:  
Andrew Cordeiro/Championship Melt d/b/a Championship Melt, 121 Prescott Avenue, Riverside, RI (#1805)
8. Peddler License – Mobile Food Establishment (MFE), New:  
La Guaguaita Del Sabor d/a/b La Guaguaita Del Sabor, 3 Pine Drive, Hopkinton, RI (#1806)
9. Peddler License – Mobile Food Establishment (MFE), New:  
Randy Dantuono Friskie Fries LLC d/b/a Friskie Fries LLC, 751 Hartford Ave, Johnston, RI
10. Peddler License – Mobile Food Establishment (MFE), New:  
Tiffany Manzi “Twisted T’s” d/b/a Twisted T’s, 54 Lyman Ave, Johnston, RI (#1811)
11. Peddler License – Mobile Food Establishment (MFE), New:  
Max Reeves d/b/a Reds Street Kitchen, 133 Farm Drive, Cumberland, RI 02864(#1812)
12. Peddler License – Mobile Food Establishment (MFE), New:  
Pit Stop RM INC d/b/a Pit Stop RM INC, 54 North Bow St #2, Milford, MA (#1813)
13. Peddler License – Mobile Food Establishment (MFE), New:  
Baby’s Bonetown Enterprises LLC d/b/a Baby’s Bonetown Enterprises LLC, 17 Pleasant Lane, Clayville, RI (#1815)
14. Peddler License – Mobile Food Establishment (MFE), New:  
Steven Fuson d/b/a The Ish LLC, 56 Hawthorne St, North Providence, RI (#1817) –  
Motion to apply the previously paid fee for those who paid the one-time special event fee to the Mobile Food annual licenses made by Ms. Abbott, seconded by Mr. Hamilton. Motion passed 7-0.

Motion to adjourn as the Board of License Commissioners made by Mr. Katzman, seconded by Mr. Hamilton. Motion passed 7-0.

### **SITTING AS THE BOARD OF PENSION COMMISSIONERS**

1. Amendment to the Pension Plan for the Employees of the Town of Portsmouth, Rhode Island – Motion to approve the amendment made by Mr. Hamilton, seconded by Mr. Kelly. Motion passed 7-0.

Motion to adjourn as the Board of Pension Commissioners made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.

### **MINUTES**

9/14/20 – Motion to approve made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.

### **TAX VOUCHERS**

Request approval for Tax Vouchers #20200928-01 to #20200928-03. / M. Helfand – Motion to approve made by Dr. Ryan, seconded by Ms. Ujifusa. Motion passed 7-0.

## **TOWN ADMINISTRATOR'S REPORT**

### 1. COVID Update

- The Governor has extended the Phase III reopening plan for one more month, through Oct. 28.
- A reminder to local businesses to apply for Restore RI grant funding. The program has been expanded to include sole proprietors and businesses with no other employees; and requirements have been reduced, including the lost revenue requirement from 50% to 30%; and an increase the size of businesses that can apply, from 20 employees or fewer to up to 50. Additional information is available on our COVID update page or the Commerce RI website.
- Additionally, those looking for work or a job training opportunity should visit the Back To Work RI website or the jobcase.com.
- As a reminder:
  - All gatherings must be limited to 15 people or less;
    - Violations are punishable by a fine of up to \$500 per person.
  - Limit your circle of contacts to 15 people or less;
  - Masks and face coverings should be worn when distancing is not possible;
- For more guidance on Phase III, visit <https://reopeningri.com/>

### 2. Aquidneck Island Long-Term Capacity Study

- National Grid has gone live with a webpage that covers their Aquidneck Island Long-Term Capacity Study and provides a means to submit feedback to the company.
- The Aquidneck Island Long-Term Gas Capacity Study outlines the gas supply challenges and constraints facing Aquidneck Island, along with four potential solution portfolios.
- The goal of the study is to help inform more discussion and gather stakeholder feedback.
- The page is available at [ngrid.com/aquidneck](http://ngrid.com/aquidneck).
- They will be broadcasting the site in local media, social media, and upcoming bill inserts. Information about a virtual open house on Oct 14th is also available on the site.
- National Grid hopes provide a recommendation by the end of the year on a path forward to pursue a long-term solution or solutions for our island.

### 3. Ballot Drop Box

- Residents will notice a new Ballot Drop Box at the main entrance to Town Hall. I'd like to thank DPW for working with the Canvassing Authority to prepare the site and install the receptacle.
- Now that the box is installed, the RI Board of Elections will fund the installation of a camera system which will monitor the security of the site.

## **RESIGNATIONS AND APPOINTMENTS**

### 1. Resignation:

- a. School Committee – C. Holtman – Motion to accept with regret made by Ms. Ujifusa seconded by Ms. Abbott. Motion passed 7-0.
- b. Housing Authority – A. Serina
- c. Housing Authority – K. Hansen
- d. Housing Authority – R. Marek – Motion to accept with regret the three resignations for the Housing Authority made by Dr. Ryan, seconded by Mr. Hamilton. Motion passed 7-0.

### 2. Appointments:

a. Housing Authority – (3 vacancies) – Motion to advertise all committee vacancies and table appointments until October 26<sup>th</sup>, made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.

**OLD BUSINESS (Discussion/Action)**

1. Monthly finance report. – Motion to receive and place on file made by Mr. Hamilton, seconded by Ms. Ujifusa. Motion passed 7-0.
2. Request approval of a resolution authorizing International Brotherhood of Police Officers, Local 302 to become part of the Rhode Island Municipal Employees’ Retirement System (aka MERS) as of July 1, 2020. – Motion to approve made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.

**NEW BUSINESS (Discussion/Action)**

1. Request approval of proposed School Committee selection process. – Motion to approve made by Ms. Ujifusa, seconded by Mr. Kelly. Motion passed 7-0.
2. Request tentative approval for a trail easement over a portion of the Glen Farm Stables Property. – Motion to tentatively approve made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.

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

1. Resolution Relating to the State Assistance During the COVID-19 Emergency/ Town of Warren
2. Resolution in Support of Urging the State of Rhode Island to Allocate at least 10 Percent of its \$1.5 Billion in Federal CARES Act Funds to Establish a Grant Program for Small Businesses Impacted by COVID-19. / Town of Barrington
3. Resolution Relating to State Assistance During the COVID 19 Emergency. / Town of Charlestown

**FUTURE MEETINGS**

- Oct 13 7:00 PM - Town Council Meeting (Tuesday)
- Oct 17 9:00 AM - Prudence Island Town Council Meeting (Saturday)
- Oct 26 7:00 PM - Town Council Meeting
- Nov 09 7:00 PM - Town Council Meeting

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

Time: 8:16 PM

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Jennifer M. West, Town Clerk