

PORTSMOUTH TOWN COUNCIL MEETING
JANUARY 11, 2021
MINUTES

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

Time: 6:30 PM

MEMBERS PRESENT: Kevin M. Aguiar and Andrew V. Kelly in Town Council Chambers

MEMBERS PRESENT BY ZOOM: Linda L. Ujifusa, Daniela T. Abbott, Michael Buddemeyer, Keith E. Hamilton and J. Mark Ryan

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

1. RIGL 42-46-5(a)(1) Personnel: Any discussions of the job performance, character, or physical or mental health of a person or persons provided that such person or persons affected shall have been notified in advance in writing and advised that they may require that the discussion be held at an open meeting. – No votes taken
2. RIGL 42-46-5(a)(1) Personnel: Any discussions of the job performance, character, or physical or mental health of a person or persons provided that such person or persons affected shall have been notified in advance in writing and advised that they may require that the discussion be held at an open meeting. – No votes taken

ADJOURN – Motion to seal the minutes and return to open session made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.

Time: 6:45 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 – Ms. Abbott not present

PRESIDENT’S EXECUTIVE SUMMARY – There was an Executive Session prior to the meeting. No votes were taken.

CONSENT AGENDA – Motion to approve as presented made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 6-0. Ms. Abbott absent.

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), Renewal:
Instyle33 LLC d/b/a myrollingcafe, 265 Freeborn St, Portsmouth – 1 vehicle (#1881)

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. Victualler License – Annual, New:

Saint Karas, Inc. d/b/a Steve's Pizza, 2460 East Main Road (#1882) – Motion to continue to the January 25, 2021 meeting made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 6-0. Ms. Abbott absent.

ADJOURN – Motion to adjourn as the Board of License Commissioners made by Dr. Ryan, seconded by Mr. Hamilton. Motion passed 6-0. Ms. Abbott absent.

MINUTES – Motion to approve made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 6-0. Ms. Abbott absent.

12/7/2020

12/14/2020

Time: 7:06 PM – Ms. Abbott enters meeting

TOWN ADMINISTRATOR'S REPORT

1. COVID Update

- Rhode Island COVID-19 Vaccination Update
 - As of last Friday, almost 30K people have received one dose of the COVID vaccine. Close to 1800 people have received two doses of vaccine and are fully immunized against COVID-19.
 - The DOH is working hard to distribute vaccines, but supply is very limited. Right now, they are receiving approximately 14,000 doses each week. RI DOH is ordering the maximum allotment of doses available to the state on a weekly basis.
 - It's also important to note that first doses in Rhode Island are not being held back to prepare for second doses. The federal government is managing distribution of second doses. This means that every time we receive a first dose in our state, the federal government holds back one dose in their warehouse to ensure adequate supplies of second doses.
 - RI DOH has recently clarified the plan for PHASE 1 of RI's vaccination program:
 - Essentially – first responders, healthcare workers, nursing home staff and residents, COVID Vaccinators, Urgent Care workers, and incarcerated persons 65 and older have started their first doses.
 - Other health care professionals will start the week of the 25th.
 - And, adults over 75 are projected to start in February or March depending on arrival of vaccine doses.
 - The State is currently working with a DOH Vaccine Subcommittee to develop a plan for Phase 2 and will share more specific information as soon as decisions are made about future phases.
 - More details can be found on the RI DOH website.
- There is much more COVID update information available on the COVID-19 Section of our Web Site.

2. East Main Road Final Road Safety Assessment Report

- RIDOT has released the final version of the EMR Safety Assessment. It is available for review and can be found on the front page of our town website.
- The Road Safety Assessment Interdisciplinary Team will review the report tomorrow with representatives of RI DOT and the contractor hired to prepare the document.
- The intent is to report implementation planning and recommendations to the Council at your next meeting.

3. Audit Report

The Comprehensive Annual Financial Report was finalized and submitted to the State last month. The report is available for review via the Finance Department web page and the Auditing firm will be invited to brief the report to the Council in February.

4. Senior Center Update

- The Anne Hutchinson Building, which houses the Portsmouth Senior Center, will no longer be available for that purpose as of July 1st.
- The Senior Center is a private non-profit which receives considerable funding from the Town.
- I've been working to find a new home for the Center and I believe the solution will be two-fold.
- For the short and intermediate term, the Town Administrator in Middletown and I have been working on developing a proposed temporary home for the Portsmouth Senior Center starting this summer. He will discuss this with his Council next week.
- For the long term, I have been working with Church Community Housing to develop a plan that would entail the development of a new facility for the Portsmouth Senior Center.
- I will be reaching out to various stakeholders in the near future to further refine this concept and prepare a proposal for consideration by the Council.
- I will keep the Council informed as progress is made.

ADDITIONALLY:

Departure of Finance Director

- I was formally notified this morning that Lisa Mills, our Finance Director, will resign her position effective January 29th. She is accepting a new position in her field and I hope I echo everyone's sentiment when I say thank you, Lisa, for all you have done for Portsmouth. I sincerely wish you much success and happiness in your new endeavor.

I have asked Lisa to work with the entire Finance, HR, and Tax team to ensure an orderly turnover of all current duties and responsibilities until such time as we can install a new Director.

RESIGNATIONS AND APPOINTMENTS

1. Resignations:

a. Prudence Island Planning Commission – Motion to accept Michael Sheehan's resignation with regret made by Dr. Ryan, seconded by Mr. Buddemeyer. Motion passed 7-0.

2. Appointments:

a. Economic Development Committee – Motion to appoint Joe Forgione made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.

b. West Side Development – Motion to appoint Conrad Donahue made by Ms. Ujifusa, seconded by Dr. Ryan. Motion passed 7-0.

c. Glen Manor House Authority – Motion to reappoint Coleen Raposa made by Mr. Kelly, seconded by Mr. Hamilton. Motion passed 7-0.

d. & e. Juvenile Hearing Board (Re-Appt.) – Motion to reappoint both Nanci Smith and Karen Vebber made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.

f. Melville Park Committee (Re-Appt.) – Motion to reappoint Matthew Ellsworth made by Dr. Ryan, seconded by Ms. Ujifusa. Motion passed 7-0.

g. Tree Commission (Re-Appt.) – Motion to reappoint Leslie Costa made by Dr. Ryan, seconded by Mr. Hamilton. Motion passed 7-0.

h. & i. West Side Development (Re-Appt.) – Motion to reappoint both Terri Cortvriend and Edward Lopes Jr. made by Dr. Ryan, seconded by Ms. Ujifusa. Motion passed 7-0.

OLD BUSINESS (Discussion/Action)

1. DPW Contract. – Motion to approve made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.

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

3. Proposed State Legislative Priorities. – Motion to approve with the addition of Mr. Hamilton's request that the State, and not the Towns, should pay for the cost of the special March election given the delay that was caused by the General Assembly's failure to act earlier and to combine similar items from both Mr. Woodhead and Mr. Helfand with Dr. Ryan and Ms. Ujifusa's priorities made by Ms. Ujifusa, seconded by Mr. Hamilton. Motion passed 7-0.

NEW BUSINESS (Discussion/Action)

1. West Main Road Safety Audit Resolution. – Motion to approve made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.

2. Letter received by GrowSmartRI relating to the Solar Ordinance. – Motion to forward the GrowSmartRI letter to the Planning Board for an advisory opinion made by Ms. Abbott, seconded by Mr. Hamilton. Motion passed 7-0.

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. Discover Newport Annual Audit Report. / A. Adkins

3. Draft Environmental Analysis for Offshore Wind Energy Project. / Bureau of Ocean Energy Management

FUTURE MEETINGS

Jan 25 7:00 PM – Joint Town Council/School Committee Legislative Meeting, Joint Budget Priorities Presentation and Town Council Meeting

Feb 08 7:00 PM – Town Council Meeting

Feb 22 7:00 PM – Town Council Meeting

Mar 08 7:00 PM – Town Council Meeting

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

Time: 8:06 PM

Jennifer M. West, Town Clerk