

**PORTSMOUTH TOWN COUNCIL MEETING
OCTOBER 26, 2020
MINUTES**

6:45 PM – Town Council Chambers, Portsmouth Town Hall, 2200 East Main Road

Time: 6:45 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, Daniela T. Abbott

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

1. RIGL 42-46-5(a)(2) – Potential Litigation – No votes taken

ADJOURN – Motion to seal the minutes and adjourn to open session made by Mr. Hamilton, seconded by Ms. Ujifusa. Motion passed 7-0.

Time: 6:57 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

PRESIDENT'S EXECUTIVE SUMMARY – There was an Executive Session pertaining to potential litigation. No votes were taken.

CONSENT AGENDA

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

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. PUBLIC HEARING: Liquor License Application

Class BV Beverage License: 888 Restaurant LLC, d/b/a Mindy's, 3351 East Main Road, Portsmouth. Owner: Yulin Zhang (#1798) – No public comments given. Motion to close the Public Hearing made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.

Motion to approve the Class BV Beverage License made by Dr. Ryan, seconded by Mr.

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

MINUTES – Motion to approve as presented made by Dr. Ryan, seconded by Mr. Katzman.
Motion passed 7-0.
10/13/20

TAX VOUCHERS – Motion to approve Tax Vouchers #20201026-01 to #20201026-02 made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.
Request approval for Tax Vouchers #20201026-01 to #20201026-02. / M. Helfand

TOWN ADMINISTRATOR’S REPORT

1. COVID Update

- We are still in Phase Three and it is important for everyone to continue to adhere to the DOH COVID guidelines. Please continue to monitor our COVID web page, which is amended every Wednesday.
- Of note, the Governor is urging everyone to get tested – especially those who regularly work or congregate in close quarters with others. More information is on our website, but it is simply a matter of going to portal.ri.gov to schedule an appointment.

2. Halloween Update

- The Governor is asking everyone to cancel Halloween parties and has requested the State Police to increase their enforcement of COVID Guidelines. Trick-or-treating is permissible in small groups with face coverings but is encouraged to be completed before dark. Please go to the Town Website for information regarding safe Halloween-themed activities and additional guidance; including:
 - The Recreation Department “All Treats no Tricks” drive-through event on Friday, October 30th at the Brown House from 4 to 6 PM.
 - The Portsmouth Police Department Trick-or-Treat Drive-by Event on October 31st at the Portsmouth Police Station from 12:00 to 4:00.

3. Status of Finance Software

- The School department has now migrated from our legacy financial system to our new finance software.
- On the Town side - all modules, with the exception of fixed assets and e-procurement have been implemented. We will continue to operate in parallel with the legacy software and anticipate the transition to be completed sometime in February.

4. New Portsmouth Prevention Coalition Chair

- Marianne Raymo is stepping down as the Chair of the Portsmouth Prevention Coalition. In her place, the Coalition has elected Jenn Collins as the new Chairperson. Jenn grew up in Portsmouth and is a Portsmouth parent. She has volunteered for various school groups and we're excited to start working with her.
- I'd like to acknowledge the hard work of Marianne and thank her for her service to Portsmouth.

5. Delivery of New Fire Boat

- We took delivery of the Fire Department's new boat last week.
- Department personnel will be testing the boat and conducting training for the next couple weeks and the boat will be placed in service by the second week in November.

6. Take-It-Out RI Grant Program

- The Town has been awarded a grant of up to \$51,000 under the “Take-it-Outside” initiative.

- Eligible Expenses may include the cost affiliated with purchasing, obtaining, delivering, installing, or otherwise enabling the use of items and goods and services, before December 18, that are necessary to increase the Town's outdoor opportunities. This includes help to restaurants and other enterprises and recreational events. As soon as the formal agreement is executed with the RI Dept of Commerce, the Town will start accepting proposals from eligible entities.
- Please contact the Director of Business Development, Rich Talipsky, for more information.

RESIGNATIONS AND APPOINTMENTS – Motion to approve James Seveney, Gary Gump and Terri-Denise Cortvriend to the Housing Authority made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.

1. Appointments:

- a. Housing Authority

OLD BUSINESS (Discussion/Action)

1. National Grid Aquidneck Island Town Council Briefing. – No votes taken.
2. Monthly finance report. – Motion to receive and place on file made by Mr. Hamilton, seconded by Ms. Ujifusa. Motion passed 7-0.
3. Request to schedule and advertise for a Public Hearing for amendments to the Zoning Ordinance to include Solar Energy Systems regulation. – Motion to approve a Public Hearing on November 23, 2020 made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.

NEW BUSINESS (Discussion/Action)

1. Request Approval of a Proclamation Announcing Portsmouth Prevention Coalition's Red Ribbon Week October 23- 31, 2020. – Motion to approve made by Mr. Hamilton, seconded Ms. Ujifusa. Motion passed 7-0.
2. Request Approval of a Resolution Relating to State Assistance During the Covid-19 Emergency. – Motion to approve made by Mr. Hamilton, seconded by Ms. Abbott. Motion passed 7-0.
3. Request Approval to Place a Park Bench in Mount Hope Park. – Motion to approve made by Mr. Kelly, seconded by Mr. Hamilton. Motion passed 7-0.

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

1. Resolution Supporting an Emergency Exemption for All Rhode Island Municipalities in the Computation of Maintenance of Effort Requirements Established by RIGL 16-7-23. / Tiverton Town Council
2. Resolution Supporting the Use of CARES Funding as a Means of State Assistance during the COVID-19 Emergency. / Tiverton Town Council

FUTURE MEETINGS

Nov 09 7:00 PM -Town Council Meeting
 Nov 23 7:00 PM -Town Council Meeting
 Dec 14 7:00 PM -Town Council Meeting
 Dec 28 7:00 PM- Town Council Meeting

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

Time: 9:04 PM

Jennifer M. West, Town Clerk