

PORTSMOUTH TOWN COUNCIL MEETING
MARCH 28, 2016

7:00 PM – TOWN COUNCIL CHAMBERS, TOWN HALL, 2200 EAST MAIN ROAD

MEMBERS PRESENT: Keith E. Hamilton, James A. Seveney, David M. Gleason,
Elizabeth A. Pedro and Joseph W. Robicheau

MEMBERS ABSENT: Kevin M. Aguiar and Michael A. Buddemeyer,

PLEDGE OF ALLEGIANCE

A moment of silence for the men and women around the world in harm's way.

SITTING AS THE PORTSMOUTH TOWN COUNCIL

President Hamilton acknowledged the new chairs in the Council Chambers and thanked Raytheon for donating them to the Town.

PRESENTATIONS/RECOGNITIONS

Proclamation of Appreciation – Robert Gessler

President Hamilton read and presented the proclamation to Mr. Gessler along with a Town tile, State Representative Dennis Canario read and presented a citation from the House of Representatives to Mr. Gessler, in addition Claudette Weissinger, Chair of the Conservation Commission and Judith Staven, Chair of the Solid Waste/Recycling Committee acknowledged Mr. Gessler's many efforts and contributions to the Town.

SITTING AS THE BOARD OF LICENSE COMMISSIONERS

1. Request Approval for a Temporary Seasonal Expansion of the Service Area:

(Jonathan Martins, Inc.) dba Scampi, 657 Park Avenue, Portsmouth, RI, April 1, 2016 – October 30, 2016

Fire Marshall Andrew White requested that this matter be continued until Scampi's is compliant with an inspection requirement.

A motion by Mr. Seveney, seconded by Ms. Pedro, to move this matter to the April 11th Town Council meeting. All voted in favor of the motion.

A motion by Mr. Seveney, seconded by Ms. Pedro, to adjourn as the Board of License Commissioners. All voted in favor of the motion.

ADJOURN

PRESIDENT'S EXECUTIVE SUMMARY

President Hamilton reported there was no Executive Session at the last Town Council meeting. He also expressed his thanks to Raytheon for their generous donation of chairs for the Council Chambers and the Portsmouth Room.

MINUTES

TCM 3/14/16

A motion by Mr. Seveney, seconded by Ms. Pedro, to approve the Minutes of TCM 3/14/16.

Ms. Pedro requested that the President's Executive Summary on Page three include the votes taken during the Executive Session.

A motion to amend to include the votes taken in the Executive Session. All voted in favor of the motion to amend.

All voted in favor of the main motion as amended.

BILLS

A motion by Mr. Seveney, seconded by Mr. Gleason, to pay all just and due bills in the amount of \$93,285.88. All voted in favor of the motion.

TAX VOUCHERS - None

TOWN ADMINISTRATOR'S REPORT

1. Report on Salve Regina Leadership Matters Innovation Conference – Next Fall, Mr. Rainer and three staff members will participate in an 18 month innovative project to develop new strategies for the Town.
2. Status of RFP's Lower Glen Farm Barns Facilities Management – An RFP is being developed seeking possible uses, rehabilitation and preservation of the Barns.
3. Update on Gardner Seveney Sports Fields Maintenance – Mr. Rainer and Mr. Dunbar have met with Dan Keating of Newport Polo and Mr. Keating has offered to aerate and roll the fields at the Glen. DPW will help by transporting the roller and seeding.
4. Comprehensive Community Plan Update – The service and facilities element will be ready by the end of this month and sent to the Planning Board for review. 13 interested citizens have signed up to be sent the draft and the first workshop is scheduled for April 27th. The workshops are scheduled for the last Wednesday of each month.

5. Mt. Hope Park Update – Mr. Rainer met with Chuck Allott of the Aquidneck Land Trust to discuss needed work at the proposed park including the sea wall and safety measures.
6. Recreation Department Update – About 400 children and their parents attended the Egg Hunt on Saturday at the Leonard Brown House organized by Recreation Director Tim Dunbar and the Friends of the Leonard Brown House. The Recreation Department’s Summer Catalog is coming out on the Town’s website and will be included in about 4200 issues of the Portsmouth Times.
7. Budget Process Update – The Town Administrator will review the proposed budget with Department Heads this week and plans to be able to deliver it to the Town Council at the end of the week.

RESIGNATIONS AND APPOINTMENTS

1. Resignations/ Requests Not to be Reappointed:

- a. Conservation Commission – R. Gessler
- b. Solid Waste/Recycling Committee – R. Gessler
- c. Glen Manor House Authority – M. Brady

A motion by Mr. Seveney, seconded by Mr. Robicheau, to receive with regret the requests to not be reappointed by Robert Gessler and Margaret Brady. All voted in favor of the motion.

2. Appointments:

Mr. Gleason recused himself due to a possible conflict of interest.

- a. Zoning Board of Review (1 Vacancy as 2nd Alternate)

A motion by Mr. Robicheau, seconded by Mr. Seveney, to appoint Paul Henriques as Second Alternate to the Zoning Board of Review.

A motion to amend by Mr. Seveney, seconded by Mr. Robicheau, to place on hold the appointment until Mr. Rainer speaks with the Chair of the Board. The motion to amend failed 2-2 with Mr. Robicheau and Ms. Pedro opposed and Mr. Gleason recused.

The main motion carried 3-1 with Mr. Seveney opposed and Mr. Gleason recused.

OLD BUSINESS

OB 1 - Presentation – Plan for Long Term Operation of the Portsmouth Dog Park/ B. Miller (10)

Caroline (Bunny) Miller presented the proposed plan for operation of the Dog Park. Ms. Miller will work with Mr. Rainer, Mr. Dunbar, and the campground managers on a more specific plan and will bring it back on April 11th.

OB 2 - Discussion – Outsourcing of Facilities/Maintenance Director. / A. Riley, R. Rainer & D. Gleason (FR: 3/14/16) (10)

Mr. Rainer stated that the plan is to hire one person to replace the retiring Facilities Director. That person would oversee custodial, maintenance and grounds keeping functions for both the School Department and the Town to include all services that are now contracted out. Any new custodial hires at the School would not be under the restrictions of the School's union contract and will be able to do custodial work for the three town buildings (Police, Fire and Town Hall). There is the possibility that the Town may offer the option of moving to the new School Facilities Department to DPW employees."

No action.

OB 3 - Presentation of the Human Resources Management/Organization Study Conducted by DI Jacobs Consulting Company. / R. Rainer (10)

Mr. Rainer stated that the study reported that "Compared to other municipal clients and industry-standard management practices, the provision of human resource services and specifically the administration of employee benefits in the Town of Portsmouth is relatively well-managed, relatively cost-efficient and effective in meeting most performance expectations."

The report stated that it is essential that the Town:

- Establish a Human Resource Function,
- Examine the feasibility of establishing one payroll system between the School and Town,
- Consolidate all of the Town's financial functions in one department, and
- Update the current classification and compensation plans.

It is important that the Town:

- Review and Update Town Personnel Policies

It would be useful to:

- Establish an Employee Performance Management Program
- Develop and implement a Town-wide employee training program
- Undertake a market benefits study to ensure competitiveness of current benefits

A motion by Mr. Seveney, seconded by Mr. Robicheau, to receive and place on file. All voted in favor of the motion.

OB 4 - Discussion/Action – Re-designation of Special Revenue and Agency Funds for Accounts #12, 13, 26, 65 & 80. / R. Rainer & J. Lathrop (FR: 12/14/15) (10)

- a. Request Council Direction Regarding Items for Future Action.

Mr. Lathrop stated it would be better to make decisions during the budget process as he needs more guidance on what these funds can be spent on.

No action.

NEW BUSINESS

NB 1 - Presentation and Request Approval of Updated Qualifications for the Veteran's Honor Roll. / Michael Nott, Chairman, Veteran's Honor Roll Committee (10)

Mr. Nott presented a plan with the updated requirements for honoring the Town's war veterans. The current honor roll would be moved to either the Historical Society or the Library when the time comes for installation of the new system.

The following is the recommended new criteria to have a name added to the Portsmouth Honor Roll. A Veteran must satisfy items 1 – 3 below:

1. Any Portsmouth resident who served honorably in the military;
2. Must have received an honorable discharge at time of separation; and,
3. Must have been a Portsmouth resident at the time of entry into military service OR must have been a resident of the Town of Portsmouth for at least 10 years (verification of residency will be confirmed to the satisfaction of the Honor Roll Committee).
4. Those that have served at least one day on ACTIVE DUTY (not for training) during any of the periods of conflict listed below will be identified with that conflict listed next to his/her name:

April 6, 1917 to November 11, 1918 (World War I)

December 7, 1941 to December 31, 1946 (World War II)

June 25, 1950 to January 31, 1955 (Korean War)

February 28, 1961 to May 7, 1975 (Vietnam War)

August 24, 1982 to July 31, 1984 (Lebanon/Grenada)

December 20, 1989 to January 31, 1990 (Operation Just Cause – Panama)

August 2, 1990 to today (Operation Desert Shield/Storm/Iraqi Freedom/Enduring Freedom)

A motion by Ms. Pedro, seconded by Mr. Seveney to approve the updated qualifications for the Veteran's Honor Roll. All voted in favor of the motion.

NB 2 - Notice of Public Meeting for the Draft Environmental Impact Statement for the Disposal and Reuse of Surplus Property at Naval Station Newport, RI. / Department of the Navy, Base Realignment and Closure Program & K. Hamilton (10)

No action.

NB 3 - Request Council Reschedule the September 12, 2016 Town Council Meeting in Order for the Canvassing Authority to Use the Town Council Chambers as a Polling Site for the September 13, 2016 Statewide Party Primary Elections. / J. Schulz (5)

A motion by Mr. Seveney, seconded by Ms. Pedro, to approve rescheduling the September 12th Town Council meeting to September 14th. All voted in favor of the motion.

NB 4 - Request to Schedule a Public Hearing for Proposed Amendment to Chapter 257 of the Portsmouth Town Code – Noise Ordinance: §257-18 Sound Variances, Sec C. / K. Gavin

A motion by Mr. Seveney, seconded by Mr. Robicheau, to schedule a Public Hearing for July 11, 2016. All voted in favor of the motion.

NB 5 - Request Resolution in Support of Budget Article 15 of the Governor's FY 2017 Budget (Which Will Amend the Requirement to Revalue Property from 3 Years to 5 Years). / A. Irons, Narragansett Town Clerk (5)

A motion by Ms. Pedro, seconded by Mr. Gleason, to send a resolution of support. All voted in favor of the motion.

TOWN OF PORTSMOUTH

RESOLUTION #2016-03-28

**A RESOLUTION SUPPORTING ARTICLE 15 OF THE GOVERNOR'S FY 2017 BUDGET (RELATING TO MUNICIPALITIES)
WHICH WILL AMEND FROM THREE YEARS TO FIVE YEARS
THE REQUIREMENT TO REVALUE PROPERTY**

WHEREAS: The Portsmouth Town Council wishes to support passage of Article 15 of the Governor's FY 2017 budget which will amend the requirement to revalue property from three years to five years, a move that will save the Town of Portsmouth approximately \$300,000 annually; and

WHEREAS: The Town of Portsmouth anticipates that expanding the time between "statistical revaluations" from every 3 years to one mid-point 5 year revaluation will not only help to relieve fiscal and administrative burdens on our town, it will help give our tax-weary residents a better sense of property value stability and help restore their confidence and trust in state government.

NOW, BE IT THEREFORE RESOLVED: That the Portsmouth Town Council joins the Town of Narragansett and other municipalities and concerned citizens to urge passage of Article 15 by the Rhode Island General Assembly during this 2016 legislative session; and

BE IT FURTHER RESOLVED: That a copy of this Resolution shall be forwarded to our General Assembly Delegation requesting support of this matter.

APPROVED BY TOWN COUNCIL
ACTION March 28, 2016

Keith E. Hamilton, President
Portsmouth Town Council

NB 6 - Request Rescission of Appointment to the Tax Assessment Board of Review/J. Mower

A motion by Mr. Seveney, seconded by Ms. Pedro, to rescind the Appointment of Norbert Rattay due to the requirement in the Town Charter that Auxiliary Members of the Tax Assessment Board of Review may not be members of the same political party. All voted in favor of the motion.

CORRESPONDENCE

1. Status of the Town of Portsmouth's Comprehensive Plan and Proposed Strategy. / J. Rhodes, Acting Associate Director, Statewide Planning Program & G. Crosby
2. Invitation to a Free Small Scale Forestry Workshop Presented by the Rhode Island Resource Conservation and Development Council and the Eastern Rhode Island Conservation District. / P. Dolan, Area Director RI RC & D Area Council, Inc.
3. Invitation to the "Swing Into Spring" Fundraiser for the Dr. Martin Luther King, Jr. Community Center at the Newport Marriott Hotel, April 14, 2016

A motion by Mr. Robicheau, seconded by Mr. Seveney, to receive all correspondence and place on file. All voted in favor of the motion.

FUTURE MEETINGS

April 11 7:00 PM – Town Council Meeting:

Public Hearing – Transfer a Class BV Beverage License from SDT Enterprises, LLC, d/b/a Melville Grille to Those Crazy Kids, LLC, d/b/a Gulf Stream Bar and Grille

Public Hearing – Transfer a Class BV Ancillary Liquor License from NNGC Corp., d/b/a Newport National Golf Club to Newport National Golf Club, Inc.

April 27 7:00 PM – Town Council Meeting (Wednesday)

EXECUTIVE SESSION

1. RIGL 42-46-5(a)(2) – Collective Bargaining: Police

A motion by Mr. Seveney, seconded by Mr. Robicheau, to go into Executive Session under RIGL 42-46-5(a)(2) – Collective Bargaining: Police. All voted in favor of the motion.

TIME: 9:08 PM - Break

TIME: 9:20 PM - RETURN TO OPEN SESSION

President Hamilton reported that the Town Council met in Executive Session to discuss the temporary position of Accreditation Manager for the Police Department and also voted to approve the Memorandum Of Agreement between the Police Department and the Police Union. The vote was 5-0.

A motion by Mr. Seveney, seconded by Mr. Robicheau, to adjourn. All voted in favor of the motion.

ADJOURN

TIME: 9:21 PM

Joanne M. Mower, Town Clerk