

PORTSMOUTH TOWN COUNCIL MEETING
FEBRUARY 10, 2020 MINUTES

6:00 PM – Town Council Chambers, Portsmouth Town Hall, 2200 East Main Road

MEMBERS PRESENT: Kevin M. Aguiar, J. Mark Ryan, Keith E. Hamilton, Leonard B. Katzman and Andrew V. Kelly

MEMBERS ABSENT: Linda L. Ujifusa and Daniela T. Abbott

Time: 6:02 PM

EMERGENCY EVACUATION PLAN

PLEDGE OF ALLEGIANCE – The Pledge of Allegiance was followed by a Moment of Silence for our men and women serving around the world in harm’s way.

SITTING AS THE PORTSMOUTH TOWN COUNCIL

Time: 6:09 PM Linda L. Ujifusa and Daniela T. Abbott arrive.

WORKSHOP

Request discussion and Town Council guidance regarding Capital Improvement Plan. – The Council’s priorities for Capital Improvements are safety and security items and the Sandy Point Beach Bath House. No votes taken.

PRESIDENT’S EXECUTIVE SUMMARY – There was nothing to report.

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

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

Flat Waves LLC d/b/a Flat Waves, 1130 Aquidneck Ave, Middletown (#1677)

Motion to receive and place on file as presented made by Mr. Hamilton, seconded by Dr. Ryan.

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. Entertainment License:

Rhode Island Rugby Football Foundation, Beast of the East Collegiate Rugby Tournament, Gardner Seveney Sports Complex, April 18 & 19, 2020 (#1667)

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

2. Daily Liquor License, Class F1:

Island Park Preservation Society, 21 Beach Street, for a St. Patrick’s Day dinner at Thriving Tree Coffee House, 706 Park Avenue on March 13, 2020 from 5:00-9:00 pm (#1674)

Motion to approve made by Dr. Ryan, seconded by Mr. Kelly. Motion passed 7-0.

3. Daily Liquor License, Class F1:

Island Park Preservation Society, 21 Beach Street, for an Easter brunch at Thriving

Tree Coffee House, 706 Park Avenue on April 12, 2020 from 10:00 am-2:00 pm (#1675)
Motion to approve made by Dr. Ryan, seconded by Mr. Kelly. Motion passed 7-0.

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

MINUTES

TCM 1/27/20 & Exec. – Motion to approve made by Dr. Ryan, seconded by Mr. Hamilton. Motion passed 7-0.

TOWN ADMINISTRATOR'S REPORT

1. Accounting software update – We have begun the process for implementing a new accounting software for the Town. The current system is actually a database and will no longer be supported as of July 1st. A current and future state analysis started last week, and our implementation plan will be completed in time to support a full transition in July.
2. Portsmouth Community Center Feasibility Study update – We held a kick-off meeting with Compass Group Architecture last week to discuss the way ahead for the Community Center Feasibility study. During the meeting we discussed minimum requirements, possible site locations, and a building program. Regarding site locations, the firm will evaluate the current AICA and Senior Center locations. Rather than decide on a specific third location, it was decided they would evaluate the cost of a building and parking lot on a flat green field site adjacent to utilities with appropriate soils and no ledge. The Building program will concentrate on facilities which will accommodate, to the greatest extent possible, responses from the community survey. Alternates will be priced out for possible upgrades and alternative programs. I'll keep the Council informed as their work progresses.
3. MRP Action Grant applications – With respect to the Portsmouth's Resilient Rhody: Municipal Resilience Program (MRP) grant applications, we have been notified the RIIB Board of Directors approved a \$339,000 grant to the Town of Portsmouth. This will be applied to the Melville Dam Rehabilitation and Storm Water Inland Flooding Climate Adaptation Projects (SWIFCAP). RIIB will follow up with a draft grant agreement and to discuss how to best allocate this funding across the awarded projects. Any monetary match requirements have already been incorporated into the Capital Improvement Plan.
4. Senior Center Fire Marshal Report update – I previously reported the Senior Center was inspected by the State Fire Marshals Office. You may remember that we developed an action plan which divided violations and discrepancies into three categories: Violations to be corrected by DPW; Violations to be corrected by on-call contractors; Violations in need of a variance: Building Sprinklers, Headroom Clearance at the Front Door, Kitchen plenum and duct system work. To date, 21 of 35 violations have been corrected. A re-inspection of the building is scheduled for tomorrow. Following the re-inspection, there will be a hearing with the State Fire Marshal to determine the status of our variance requests. Conditioned upon a positive outcome of the hearing, we will engage on-call contractors to clear remaining violations we have not asked variances for.
5. RI Commerce Corporation rebate to Portsmouth – Over the last three years I have periodically kept the Council informed of our Lean Municipality Initiative. Rich Talipsky has taken the lead on this project and our first step was to lean out the licensing and permitting processes in the Town Clerk's office. We recently started the same initiative in the Planning and Building processes. We successfully completed this level II training and I'm happy to announce the Town has received a \$4000.00 reimbursement from Commerce RI for our accomplishment.
6. Ethics training to be scheduled – The RI Ethics Commission reached out last week to inform us they are presently scheduling trainings for Rhode Island municipal officials and employees. The

goal is to provide this training every two years and Portsmouth is due. Their education coordinator will follow-up with the Town Clerk in the next couple of weeks. In the meantime, Jennifer will work with you to schedule a date for training early this spring.

7. Child and Family Service group home ribbon cutting – Last Tuesday, Child & Family hosted a ribbon cutting for their recently renovated Portsmouth Residential House on Bristol Ferry Road. They were able to accomplish this renovation thanks to a Community Development Block (CDB) Grant coordinated by the Town Planner through the Town of Portsmouth. The Portsmouth Center is one of three residential houses operated by Child & Family and is home to eight residents at any given time. Gary was able to attend the ribbon cutting on behalf of the Town.

RESIGNATIONS AND APPOINTMENTS

1. Appointments:

Time: 7:01 PM – Mr. Katzman recuses himself from item 1a.

a. Board of Canvassers (Appt., Democrat) – Motion to approve E. Richard Carpender to the Board of Canvassers made by Mr. Hamilton, seconded by Ms. Ujifusa. Motion passed 6-0-1. Mr. Katzman rescued.

b. Board of Canvassers (Full Member & Alternate, Republican) – Motion to approve Ellen Vadney as a full member of the Board of Canvassers made by Dr. Ryan, seconded by Ms. Ujifusa. Motion passed 7-0. There is no one available for the alternate position at this time.

c. Dog Park Committee (Unlimited Membership) – Motion to approve Traci Strohl to the Dog Park Committee made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.

OLD BUSINESS (Discussion/Action)

1. Pavement Management Program presentation. – No action taken.

2. Approval for RIDE Stage II submission. – Motion to approve made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.

NEW BUSINESS (Discussion/Action)

1. Request to schedule and advertise for a Public Hearing for a proposed amendment to the Zoning Ordinance to include a Solar Ordinance. – Motion to approve advertising for and scheduling a Public Hearing on March 23, 2020 made by Mr. Hamilton, seconded by Mr. Kelly. Motion passed 7-0.

2. Request approval to schedule and advertise for a Public Hearing to consider a proposed amendment to the Wastewater Management District Ordinance (#2015-09-21) and an amendment to the Memorandum of Agreement between RIDEM and the Town. – Motion to approve advertising for and scheduling a Public Hearing on March 9, 2020 made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.

3. Request approval to amend resolution #2019-02-11 – Exemption from Taxation of the Real Estate of Certain Income Eligible Senior Citizens. – Motion to approve made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.

4. Resolution to request the General Assembly enact the special legislation to authorize the property transfer of the Prudence Island School. – Motion to approve made by Mr. Katzman, seconded by Mr. Hamilton. Motion passed 7-0.

5. Request discussion and Town Council guidance regarding Civic Support requests.
- Portsmouth Free Public Library Association – Motion to increase the Library funding to \$532,753 made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.
 - Portsmouth Historical Society – Motion to level fund the Historical Society made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.
 - Senior Center – Motion to fund the Senior Center at the same level of \$90,000, made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.
 - Portsmouth Prevention Coalition – Motion to level fund the amount of \$31,696 made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.
 - Prudence Island School Foundation – Motion to fund \$59,383 made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.
 - Be Great for Nate – Motion to fund \$3,000 for the Be Great for Nate program from Newport County Community Health made by Mr. Hamilton, seconded by Mr. Katzman. Motion to amend the motion made by Ms. Ujifusa, to fund the Newport Mental Health for \$3,000 as well, seconded by Mr. Hamilton. Motion to approve the amendment passed 7-0. Motion to approve the main motion as amended passed 7-0.
 - Meals on Wheels – Motion to fund Meals on Wheels for \$1,000 made by Mr. Hamilton, seconded by Mr. Kelly. Motion passed 7-0.
 - CFP Arts Wellness Community Center – Motion to consider some funding to the CFP Center with no specific dollar amount assigned made by Ms. Ujifusa, seconded by Mr. Katzman. Motion passed 7-0.
 - Clean Ocean Access – Motion to consider some funding to Clean Ocean Access with no specific dollar amount assigned made by Ms. Ujifusa, seconded by Mr. Hamilton. Motion passed 7-0.
 - Wildlife Rehabilitators Association of RI – Motion to consider some funding to Wildlife Rehabilitators made by Mr. Kelly, seconded by Mr. Katzman. Motion passed 7-0.

CORRESPONDENCE

1. Monthly RIRRC Report.
2. Letter regarding the need to create a better outdoor place for families.
Motion to receive and place on file made by Mr. Kelly, seconded by Dr. Ryan. Motion passed 7-0.

FUTURE MEETINGS

Feb 24 7:00 PM - Town Council Meeting
Mar 9 7:00 PM - Town Council Meeting
Mar 23 7:00 PM - Town Council Meeting

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

Time: 9:10 PM

Jennifer M. West, Town Clerk