

PORTSMOUTH TOWN COUNCIL MEETING  
MARCH 26, 2018 MINUTES

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

MEMBERS PRESENT: Keith E. Hamilton, Paul F. Kesson, David M. Gleason, Elizabeth A. Pedro, J. Mark Ryan, and Linda L. Ujifusa

MEMBERS ABSENT: Kevin M. Aguiar

Time: 7:00 PM

**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**

**PRESIDENT’S EXECUTIVE SUMMARY** – Mr. Aguiar was not present due to a work conflict. There was no Executive Session held prior to the meeting.

**CONSENT AGENDA**

1. Bills – Motion to receive and place on file made by Dr. Ryan, seconded by Ms. Ujifusa. Motion passed 5-1. Mr. Kesson in dissent.

**SITTING AS THE BOARD OF LICENSE COMMISSIONERS**

1. Peddler License – Specific Event:

McGrath Clambakes, Inc., 64 Halsey Street #5, Newport, RI for the Beast of the East Rugby Tournament, April 14-15, 2018 – Motion to approve made by Mr. Kesson, seconded by Ms. Pedro. Motion passed 6-0.

2. Request to Advertise for a Public Hearing:

Application for a Class BV Beverage License by Salsas Burrito Grill LLC, 108 Chase Rd – Motion to approve a request to Advertise for Public Hearing on April 23, 2018 made by Mr. Kesson, seconded by Dr. Ryan. Motion passed 6-0.

**ADJOURN** – Motion to adjourn as the Board of License Commissioners made by Mr. Kesson, seconded by Ms. Pedro. Motion passed 6-0.

**MINUTES** – None

## **TOWN ADMINISTRATOR'S REPORT**

1. Update on short-term rental ordinance – The ad-hoc working group formed by direction of the Town Council has completed development of a proposed ordinance regarding short-term rentals. The draft is included for your review as back-up for an agenda item tonight which requests the Council's direction regarding future consideration and public discussion of proposed ordinance.
2. Update on community meeting between residents and Green Development – I was asked at the last meeting to see if I could arrange a meeting between the owner and operator of the wind turbine and residents concerned with its operation. Mr. DePasquale has agreed to a meeting on April 12th at 6:00PM here in Town Council Chambers. Letters have been sent to those residents who have requested the meeting.
3. Update on Aquidneck Island Christian Academy lease – AICA has informed me that due to a significant drop in student registrations, they will not be renewing their lease with the Town on July 1st. Staff will start working on recommendations for the future of the Coggeshall building.
4. Announcement of RI Trust Achievement Award – I'd like to recognize the Town Safety committee for their part in earning Portsmouth a Recognition of Achievement Award from the RI Trust at the recent Loss Prevention Awards Luncheon. The Town was specifically recognized for our implementation of new safety initiatives, achievement of procedural goals, implementation of reporting procedures and establishment of employee training programs.
5. Announcement of Homeland Security Grant – I'm also happy to announce that the RI Emergency Management Agency has awarded a State Homeland Security Grant of \$10K for each of three years. There is no cost share required for the grant – which is to be used to develop incident communications plans for the regional control center, promote training of personnel in communications certification programs, and conduct exercises to test current plans and identify gaps for improvement.
6. Report out on Leadership Matters Best Practices session – Select members of the staff have completed the leadership training embarked on over 18 months ago in conjunction with the Public-Sector Consortium. Our final project was presented at the Salve Regina Pell Center for International Relations and Public Policy on Friday the 16th.
7. Update on Police Station construction project – MILESTONES THIS PERIOD: backfilling foundation; elevator pit concrete; and under slab plumbing. The project is approximately 13.5% complete. Overall, the project is still on track for completion on budget by the end of next October and there are no new significant construction or budget issues to report.
8. Update on Finance Director search – Since my last report, the HR Director and I have reviewed 55 applicants for the Finance Director position and selected 12 for follow-up. Two of the 12 have accepted other positions. This week, we will hold first interviews with 10 candidates with the goal of bringing three final candidates in for final interviews next week.

Lastly, we received word today that the Community Development Block Grant program is again accepting applications from towns for Small Cities Community Development Block Grant. Statewide, approximately \$5,000,000 is available for the Town of Portsmouth to undertake a range of activities. A public hearing will be held at the Town Hall on April 9th, 2018 at 6:30 PM, for the purpose of obtaining the views of citizens on community development and housing needs and on program performance.

## **REMOVALS, RESIGNATIONS AND APPOINTMENTS**

### 1. Removals

a. Citizens Interested in the Comprehensive Community Planning Process Committee – Motion to accept with regret the removal of Ms. Betsy Dees and Mr. Dennis Macedo made by Mr. Kesson, seconded by Dr. Ryan. Motion passed 6-0.

### 2. Appointment

a. Planning Board – Motion to approve the reappointment of Mr. Garceau made by Dr. Ryan, seconded by Mr. Kesson. Motion passed 6-0.

## **OLD BUSINESS**

1. Monthly Finance Report – Motion to approve and place on file made by Mr. Kesson, seconded by Ms. Pedro. Motion passed 6-0.

2. Discussion/Action – Request Council Approval to Enact the FY 12-13 Warrant Investigation Recommendations. – Motion to commit \$250,000 for X number of years until the balance of the outstanding warrant is paid off, made by Mr. Kesson, seconded by Ms. Pedro. Motion failed 1-5. Ms. Pedro, Mr. Gleason, Mr. Hamilton, Ms. Ujifusa, and Dr. Ryan in dissent.

Motion made by Dr. Ryan, seconded by Ms. Ujifusa, to assign 50% of any surplus each year to pay down the debt. Amendment to the motion made by Ms. Pedro, seconded by Mr. Kesson, to create a line item in the budget for an additional \$50,000 per year to be paid down each year until paid off. Amendment passed 4-2. Ms. Ujifusa and Dr. Ryan in dissent. The original motion made by Dr. Ryan passed 6-0.

Motion to transfer \$916,214.54 from the Town Capital Projects fund to the 12-13 Warrant made by Ms. Pedro, seconded by Ms. Ujifusa. Motion passed 5-1. Mr. Kesson in dissent.

3. Discussion/Action – Explanation of Interfund Balance Accounting Practices. – No votes taken. Mr. Kesson will meet with Town Administrator for a discussion. He will bring it back at a future date if necessary.

4. Discussion/Action – Request Council's Decision on Whether or Not to Hold a Public Hearing on the Proposed Short-Term Rentals Ordinance. – Motion to hold a Public Hearing on April 9, 2018 made by Ms. Ujifusa, seconded by Mr. Gleason. Motion passed 6-0.

5. Discussion/Action – Request Revision of Fee Schedule for Annual Licenses. – Motion to approve made by Mr. Gleason, seconded by Dr. Ryan. Motion passed 5-1. Mr. Kesson in dissent.

## **NEW BUSINESS**

1. Discussion/Action – Introduce and Explain the Fix Our Schools RI Initiative and Request Resolution in Support. – Motion to approve made by Ms. Ujifusa, seconded by Dr. Ryan. Motion failed 3-3. Mr. Kesson, Ms. Pedro, and Mr. Gleason in dissent.

## **CORRESPONDENCE**

1. Resolution Supporting School Construction General Obligation Referendum. / Smithfield School Committee
2. Resolutions re: Binding Arbitration, Contract Continuation, Gun-Free Schools, and School Construction General Obligation Referendum. / Middletown School Committee
3. Letter of Thanks for the Donation to the Tons of Love Food Drive. / H. Strout, Assistant Executive Director, Dr. Martin Luther King Jr. Community Center

Motion to receive all correspondence and place on file made by Mr. Kesson, seconded by Ms. Pedro. Motion pass 6-0.

## **FUTURE MEETINGS**

- Mar 31 10:00 AM – Executive Session  
Apr 9 7:00 PM – Town Council Meeting  
Apr 23 7:00 PM – Town Council Meeting: Budget – Overview and Discussion on Revenue  
Apr 24 7:00 PM – Town Council Meeting: Budget – Discussion of Town and School Expenditures  
Apr 25 7:00 PM – Town Council Meeting: Budget – Continuation of Budget Discussion as needed  
Apr 26 7:00 PM – Town Council Meeting: Budget – Continuation of Budget Discussion as needed

**ADJOURN** – Motion to adjourn made by Mr. Kesson, seconded by Dr. Ryan. Motion passed 6-0.

Time: 9:15 PM

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Jennifer M. West, Town Clerk