



**TOWN OF PORTSMOUTH  
PLANNING BOARD**

2200 East Main Road  
Portsmouth, RI 02871  
401-683-3717

**PORTSMOUTH PLANNING BOARD  
Regular Meeting  
May 9, 2018**

**Members Present:** Guy Bissonnette, Edward Lopes, Luke Harding, David Garceau, Michael James, Ryan Tibbetts and Kathleen Wilson

**Members Absent:** none

**Others Present:** Leon Lesinski, Administrative Officer, Portsmouth Planning Board, Atty. Kevin Gavin, Portsmouth Town Solicitor and Michael Asciola, Assistant Town Planner.

The Meeting was called to order by Mr. Bissonnette at 7:00 p.m.

**1. Agenda Continuances/Modifications:** none

**2. Approval of minutes for Planning Board meeting of April 11, 2018**

**MOTION:** Mr. Harding made a motion, seconded by Mr. Garceau, to approve the minutes of the April 11, 2018 regular meeting. All in favor. So voted.

**3. Certification of the 2017 Community Development Block Grant application**

Stephen Ostiguy, Executive Director, Church Community Housing Corporation, 50 Washington Square, Newport, RI presented the Community Development Block Grant for 2017 which the Town Council approved for submission. He asked the Planning Board to formally certify that the activities and programs within the block grant are consistent with the Comprehensive Community Plan. Mr. Bissonnette called for public comment.

Nancy Howard, 16 Dianne Avenue, Portsmouth asked if the agenda for the meeting was properly posted. Mr. Bissonnette stated that the agenda was posted according to regulation, 48 hours in advance of the meeting.

**MOTION:** Mr. Lopes made a motion, seconded by Mr. Harding, to approve the 2017 Community Development Block Grant and to render the grant consistent with the Portsmouth Comprehensive Community Plan. All in favor. So voted.

#### **4. Comprehensive Plan Consultant Selection Committee recommendation presentation.**

Mr. Bissonnette recused himself from the hearing of this agenda item due to a conflict of interest. Mr. Harding as Vice-Chairman conducted the hearing.

Mr. Asciola announced that the selection committee for the Comprehensive Plan Consultant recommends Weston & Sampson Engineers, Inc. as formally stated in his memoranda to the Town Council and the Planning Board, dated May 8 and 9 respectively. He reviewed the selection process, referring to the scoring sheets in the Planning Board package. He noted that two firms presented bids to the RFP. He requested approval of and a positive recommendation to the Town Council for the selected firm. Mr. Lopes noted that the selection committee, of which he is a member, received more back up material to review than what is presented in the package. Mr. Lopes asked Mr. Gavin if he could vote on the recommendation since he sat on the selection committee. Mr. Gavin affirmed that Mr. Lopes could participate in the vote.

**MOTION:** Mr. Lopes made a motion, seconded by Ms. Wilson, to approve the recommendation of the selection committee to award the contract for the Comprehensive Plan consultant to Weston & Sampson Engineers, Inc. and to make a positive recommendation for the contract to the Town Council.

Mr. Bissonnette called for public comment.

Nancy Howard, 16 Dianne Avenue, Portsmouth inquired about the contract total amount.

Mr. Lopes explained that the RFP amount is \$45,000. He noted that the Weston & Sampson proposal lists items that are included in that amount with \$20,000 in add-on tasks for an additional approval. Mr. Tibbitts noted that the other firm's bid is similarly structured. Mr. Lopes and Mr. Asciola agreed that the RFP scope of work is beyond the \$45,000 based on the received bids.

All in favor. So voted.

Mr. Bissonnette resumed as Chairman.

#### **5. Approval of Comprehensive Plan Workshop meeting schedule**

Mr. Asciola reviewed the changes to the Comprehensive Plan Workshop meeting schedule according to the draft, dated May 9, 2018.

Nancy Howard, 16 Dianne Avenue, Portsmouth inquired as to how far the schedule is going to be pushed out into the future. She expressed concern that the plan is 15 to 17 years late and not much progress has been made in the last two years. Mr. Bissonnette stated that the consultant was hired to move the process along. He noted that he shares Ms. Howard's frustration.

**MOTION:** Mr. Harding made a motion, seconded by Mr. Garceau, to approve the Comprehensive Plan Workshop Meeting Schedule, dated May 9, 2017. All in favor. So voted.

**6. Discuss Aquidneck Island Planning Commission (AIPC) report of AIPC activities.**

Ms. Wilson gave a report on the recent activities and developments of the AIPC including the new executive director, John F. Shea, additional committees, for example, a bike path committee, installation of charging stations for electric vehicles on public properties, the tank farm investigation and grants for Burma Road, the contract for St. Mary's farm and the farm to farm bike ride.

Nancy Grieb, 110 Thayer Drive inquired as to when the AIPC is publishing an RFP associated with the EPA grant. Ms. Wilson stated that the RFP should be released in June or July, 2018. Ms. Grieb expressed concern over a \$4000. discrepancy for the cost of the IDDE testing as separately reported by the AIPC and Gary Crosby, Town Planner. Ms. Wilson made a note to investigate the correct amount for Ms. Grieb.

**7. Approve Monthly Project Status Reports, Administrative Subdivisions and Plat Plan Recording**

Mr. Lesinski presented Monthly Project Status Reports, Administrative Subdivisions and Plat Plan Recording, May 9, 2018.

**MOTION:** Mr. Lopes made a motion, seconded by Mr. Harding, to accept the Portsmouth Planning Board Monthly Project Status Reports, Administrative Subdivisions and Plat Plan Filings, May 9, 2017 and to place it into the record. All in favor. So voted.

At 7:22 p.m., a motion was duly made and seconded to adjourn the meeting. All in favor. So voted.

Respectfully submitted:  
Dede Walsh  
Recording Secretary for:

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Leon Lesinski  
Administrative Officer