

PORTSMOUTH TOWN COUNCIL MEETING  
JULY 26, 2021  
MINUTES

6:15 PM – Town Council Chambers, Portsmouth Town Hall, 2200 East Main Road

MEMBERS PRESENT: Kevin M. Aguiar, Linda L. Ujifusa, Michael Buddemeyer, Daniela T. Abbott and J. Mark Ryan

MEMBERS ABSENT: Keith E. Hamilton and Andrew V. Kelly

Time: 6:15 PM

EXECUTIVE SESSION – Motion to go into Executive Session under RIGL 42-46-5(a)(1) made by Dr. Ryan, seconded by Ms. Ujifusa. Motion passed 5-0.

1. RIGL 42-46-5(a) (1) Personnel: Town Administrator - With regards to the contract with the Town of Portsmouth, please be advised that RIGL 42-46-5(a)(1) requires that any discussions of the job performance, character, or physical or mental health of a person provided that such person affected shall have been notified in advance in writing and advised that they may require that the discussion be held at an open meeting. – No votes taken.

ADJOURN – Motion to adjourn and seal the minutes made by Dr. Ryan, seconded by Ms. Ujifusa. Motion passed 5-0.

Time: 6:30 PM

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

Time: 7:00 PM

EMERGENCY EVACUATION PLAN

PLEDGE OF ALLEGIANCE

SITTING AS THE PORTSMOUTH TOWN COUNCIL

1. Roll Call

PRESIDENT’S EXECUTIVE SUMMARY – An Executive Session was held prior to the meeting. No votes were taken.

CONSENT AGENDA – Motion to approve as presented made by Dr. Ryan, seconded by Mr. Buddemeyer. Motion passed 5-0.

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

MINUTES – Motion to approve made by Dr. Ryan, seconded by Ms. Ujifusa. Motion passed 4-0-1. Mr. Aguiar abstained.

7/12/21

TOWN ADMINISTRATOR’S REPORT

1. Recreational Trail Grant – Governor Dan McKee, DEM, and RIDOT have announced \$1.4 million in Recreational Trail Grants. Among the projects selected, was a Portsmouth Trail Improvement initiative for Melville Park. Our grant of \$31,696 will be used to create an ADA-accessible trail connecting various scenic areas of the park.

2. Portsmouth This Week Update – Taping of the ninth season of the “Portsmouth This Week” program has resumed with the first show airing last week on Cox channels 18 and 13. The show can also be viewed on

YouTube. The former host of the program will be sorely missed but our new host, Conley Zani, is off to a great start. The program will tape twice a month for now with hopes to ramp up scheduling as time goes by.

3. American Rescue Plan Update – At the last Council meeting, I announced the Town received the first tranche of ARP money for municipalities. The second tranche will be received in the next federal fiscal year, which begins on October 1st. Additionally, the Town will also receive ARP funds designated for communities. Since then, there has been a refinement and clarification of the policies and restrictions for the use of this money which must be adhered to. The State has appointed a ARP consultant who will ensure we meet the Dept. of Treasury’s guidelines. We will consult with his office and present a list of next steps to the Council at the August 10th meeting.

4. West Main Road Safety Audit Update – The West Main Road Safety Audit requested by the Council has been conducted by the RI DOT. Input on the draft report is being collected by the working group and we expect the report will be ready for presentation to the Council in September.

### REMOVALS, RESIGNATIONS AND APPOINTMENTS

#### 1. Removals:

a. Bristol Ferry Town Common Committee – Motion to remove Anne Dexter and Maureen Kielbasa made by Dr. Ryan, seconded by Ms. Ujifusa. Motion passed 5-0.

b. Dog Park Committee – Motion to remove Jack Hay made by Dr. Ryan, seconded by Ms. Ujifusa. Motion passed 5-0.

#### 2. Resignation:

a. Tax Assessment Board of Review – Motion to accept Hugh Atkins resignation with regret made by Dr. Ryan, seconded by Ms. Ujifusa. Motion passed 5-0.

#### 3. Appointments:

a. Design Review Board (Re-Appnt.) – Motion to re-appoint Cyrus Gibson made by Dr. Ryan, seconded by Ms. Ujifusa. Motion passed 5-0.

b. Glen Manor House Authority (Re-Appnt.) – Motion to re-appoint Karen Menezes made by Ms. Ujifusa, seconded by Dr. Ryan. Motion passed 5-0.

c. Harbor Commission (Re-Appnt.) – Motion to re-appoint Clayton Commons made by Dr. Ryan, seconded by Ms. Ujifusa. Motion passed 5-0.

d. Wastewater Appeals Board (Re-Appnt.) – Motion to re-appoint Scott Dickison made by Ms. Ujifusa, seconded by Dr. Ryan. Motion passed 5-0.

### OLD BUSINESS (Discussion/Action)

1. Monthly Finance Report. – Motion to receive and place on file made by Ms. Ujifusa, seconded by Dr. Ryan. Motion passed 5-0.

### NEW BUSINESS (Discussion/Action)

1. National Grid proposes to install Pole 6 Mare Terrace for the installation of electric service on A.P. 33 Lot 10 Mare Terrace. – Motion to approve made by Ms. Ujifusa, seconded by Dr. Ryan. Motion passed 5-0.

2. Discussion and approval of the Town Council FY 21-22 Goals for the Town Administrator. – Motion to approve made by Ms. Ujifusa, seconded by Dr. Ryan. Motion passed 5-0.

### FUTURE MEETINGS

Aug 10 7:00 PM – Town Council Meeting (Tuesday)

Sep 13 7:00 PM – Town Council Meeting

Sep 18 12:00 PM – Town Council Meeting - Prudence Island (Saturday)

Sep 27 7:00 PM – Town Council Meeting

ADJOURN – Motion to adjourn made by Dr. Ryan, seconded by Ms. Ujifusa. Motion passed 5-0.

Time: 7:17 PM

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Jennifer M. West, Town Clerk