

PORTSMOUTH TOWN COUNCIL MEETING  
JUNE 24, 2024  
MINUTES

6:30 PM – Town Council Chambers, Portsmouth Town Hall, 2200 East Main Road

MEMBERS PRESENT: Kevin M. Aguiar, Daniela T. Abbott, David M. Gleason, Keith E. Hamilton, Charles J. Levesque and J. Mark Ryan

Time: 6:30 pm

EXECUTIVE SESSION – Motion to go into Executive Session under RIGL 42-46-5(a) (2) made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed unanimously.

1. RIGL 42-46-5(a) (2) – Sessions pertaining to collective bargaining or litigation, or work sessions pertaining to collective bargaining or litigation – Fire – No votes taken

ADJOURN – Motion to seal the minutes and return to open session made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed unanimously.

Time: 6:40 pm

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

Time: 7:00

EMERGENCY EVACUATION PLAN

PLEDGE OF ALLEGIANCE

SITTING AS THE PORTSMOUTH TOWN COUNCIL

1. Roll Call

PRESIDENT'S EXECUTIVE SUMMARY – No votes were taken.

PRESENTATIONS/RECOGNITIONS

Proclamation of Appreciation in recognition of the retirements of Barbara Ripa and Leon Lesinski

CONSENT AGENDA – Motion to receive and place on file made by Mr. Hamilton, seconded by Mr. Levesque. Motion passed unanimously.

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), Renewal:

- a. Joshua Berman d/b/a Little Fish Tacos & Ceviche, 47 Walnut Street, Portsmouth (#2650)
- b. 1899, LLC d/b/a La Costa Lobster & Tacos, 186 Bellevue Ave, Newport (#2652)
- c. Wiener Wagon, LLC, 250 West Main Rd, Middletown (#2653)
- d. Black Dog Donuts LLC, 52 Woody Hill Rd, Exeter (#2659)

SITTING AS THE BOARD OF LICENSE COMMISSIONERS – Motion to approve made by Mr. Hamilton, seconded by Mr. Levesque. Motion passed unanimously.

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1. Peddler License – Mobile Food Establishment (MFE), New:
  - a. James Appel d/b/a Jerry's Food Concessions, 8171 Ravenna Lakes Dr, Boynton Beach, FL (#2651)

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

MINUTES – Motion to approve made by Mr. Levesque, seconded by Mr. Hamilton. Motion passed 5-0-1. Mr. Aguiar abstained.  
6/10/24

#### TOWN ADMINISTRATOR'S REPORT

1. Fire promotion ceremony – A promotion and swearing-in ceremony for the Fire Department was held last Friday evening at the Sakonnet Sportsman's Club. Four officers were promoted to Battalion Chief: Steven Lynch, Kyle Tiexiera, Mark Reimels, and Allen Levesque. Three officers were promoted to Captain: Andrew Jones, Michael Lopes, and Joshua Berube. And two firefighters were promoted to Lieutenant: Joseph Bourquin and Nicholas Linacre. Additionally, we swore in five firefighters and two firefighter dispatchers. Congratulations to all those promoted and selected for service in the Portsmouth Fire Department.
2. Town Hall waterproofing project – The landscaping at the north end of Town Hall has been removed and the stone foundation at the northeast corner of the building has been exposed. Some may have noticed the musty smell in the building because of the ongoing work. A French drain has been installed and gunite will be applied to the foundation wall this week. Once the gunite cures, the waterproofing will be installed, the trench will be backfilled, and landscaping will be planted.
3. Sandy Point Beach parking – There has been some confusion regarding resident parking at Sandy Point. Parking is free to residents with Beach Pass stickers. Two stickers per household are available for free at the Town Clerk's Office. A beach sticker is not required for vehicles with valid Transfer Station Stickers. The Town Clerk Office is open 8:30 to 4:30 MON-WED, 8:30 to 6:30 on THU, and 8:30 to 2:30 on Fridays.
4. Summer break – Reminder, the second Town Council meeting in July has been cancelled.

#### RESIGNATIONS AND APPOINTMENTS

1. Resignations:
  - a. Economic Development Committee – Motion to accept Brian Conwell's resignation with regret made by Mr. Levesque, seconded by Dr. Ryan. Motion passed unanimously.
  - b. Housing Authority – Motion to accept Ron Harnois' resignation with regret made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 5-0-1. Mr. Levesque recused.
  - c. Planning Board – Motion to accept Norah Kane-Daley's resignation with regret made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed unanimously.

#### OLD BUSINESS (Discussion/Action)

1. Senior Center update. – No votes taken.
2. Monthly Finance Report. – Motion to approve as presented made by Mr. Levesque, seconded by Mr. Hamilton. Motion passed unanimously.

3. Final approval of propose [FY 25 Town Budget](#) (The full budget is available for review on the Town's website at [www.portsmouthri.gov](http://www.portsmouthri.gov)) – Motion to adopt the final proposed budget made by Mr. Levesque, seconded by Mr. Hamilton. Motion passed unanimously.
  - a. Draft of FY 2025 Budget Ordinance – Motion to approve made by Mr. Levesque, seconded by Mr. Hamilton. Motion passed unanimously.

NEW BUSINESS (Discussion/Action)

1. Vacant Town Council seat appointment. – No votes taken. Position will be advertised. Applications will be accepted until July 25 and appointment will be decided at the August 13 meeting.
2. In accordance with section 205 of the Town Charter, request to change the annual compensation for the Town Council in the future FY 26 Budget. The President's annual compensation to be changed from \$1,500 to \$3,000 and the remaining members annual compensation to be changed from \$1,200 to \$2,000. – Motion to approve made by Mr. Hamilton, seconded by Mr. Levesque. Motion passed unanimously.
3. Request to advertise for a public hearing for changes/additions to the Littering Ordinance Chapter 243. – Motion to advertise for a public hearing on August 26, 2024 made by Mr. Gleason, seconded by Mr. Hamilton. Motion passed unanimously.

CORRESPONDENCE – Motion to receive and place on file made by Mr. Levesque, seconded by Dr. Ryan. Motion passed unanimously.

1. Notice of remedial investigation activities at Lower Melville Pond monitoring well installation Site 7 – Tank Farm 1. / Naval Station Newport

FUTURE MEETINGS

July 8 7:00 PM – Town Council Meeting  
July 22 7:00 PM – Town Council Meeting - Cancelled  
Aug 13 7:00 PM – Town Council Meeting - Tuesday  
Aug 26 7:00 PM – Town Council Meeting

ADJOURN – Motion to adjourn made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed unanimously.

Time: 8:49 PM

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Jennifer M. West, CMC, Town Clerk