

PORTSMOUTH TOWN COUNCIL MEETING  
JANUARY 10, 2022  
MINUTES

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

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

MEMBERS ABSENT: Kevin M. Aguiar, Daniela T. Abbott, Leonard Katzman, J. Mark Ryan and Linda L. Ujifusa

STAFF PRESENT: Richard Rainer, Lisa Lasky, Matt Helfand, Kevin Gavin, Jennifer West and Barbara Ripa

Time: 6:18PM

EXECUTIVE SESSION – Motion to go into Executive Session under RIGL 42-46-5 (a)(2) made by Dr. Ryan, seconded by Mr. Hamilton. Motion passed 7-0.

1. RIGL 42-46-5 (a)(2) – Potential Litigation – 1 vote taken.

ADJOURN – Motion to seal the minutes and adjourn to Open Session made by Dr. Ryan, seconded by Mr. Kelly. Motion passed 7-0.

Break: 6:35

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 – One vote take during Executive Session.

CONSENT AGENDA – Motion to receive and place on file made by Mr. Kelly, seconded by Mr. Hamilton. Motion passed 7-0.

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

2. CRMC – Cease and Desist Order Number 21-0269

John S. and William F. Olinger, 378 Vanderbilt Lane, Portsmouth, RI 02871 – Undertaken construction of an accessory structure and deck within 200 feet of a coastal feature, and construction of a staircase on the coastal feature at your property located at Plat 54, Lot 199, 378 Vanderbilt Lane, Portsmouth without benefit of a CRMC assent or in violation of a Council order.

SITTING AS THE BUILDING CODE BOARD OF APPEALS

1. Request clarification as to the necessity of installing a lavatory and OWTS for the structure at 3055 East Main Road as: a precedent exists for not requiring a lavatory and OWTS for public utility use buildings; Aquidneck Light’s electronics will be remotely provisioned and monitored; multiple managing members of Aquidneck Light reside in Portsmouth. / T. Pietz, Principal, Aquidneck Light (cont. fr. 12/13/21)
  - The consensus of the Council is to provide clarification that the installing of an onsite OWTS for the structure at 3055 East Main Road is required made by Mr. Katzman, seconded by Dr. Ryan. Motion passed 6-1. Mr. Kelly in dissent.

ADJOURN – Motion to adjourn as the Building Code Board of Appeals made by Mr. Kelly, seconded by Mr. Hamilton. Motion passed 7-0.

MINUTES – Motion to approve made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 6-0-1. Ms. Ujifusa in abstention.  
12/13/2021 & Exec.

TOWN ADMINISTRATOR’S REPORT

1. Covid vaccination clinic – Portsmouth has teamed with Raytheon Integrated Defense Systems to use its Portsmouth facility to serve as a COVID-19 Booster Vaccine Point of Dispensing (POD) Clinic. The Town will offer booster vaccinations for all eligible 12 years old and older on the next two Fridays, January 14th and 21st from 4 to 7 PM. Other clinics at the Raytheon facility will be scheduled based the public’s response and need for additional clinics to help increase the number of people with COVID booster vaccinations. Appointments are recommended but walk-ins are welcome based on vaccine supplies available. Go to [www.vaccinateri.org](http://www.vaccinateri.org) and search for “Portsmouth” to make an appointment.
2. Fairview Lane FEMA funding – In regard to the damage and follow on restoration of Fairview Lane and the Melville Dam Spillway due to Hurricane IDA, we have been notified that FEMA thresholds for reimbursement were not met. The cost for repairs were \$496,657 for Fairview Lane and \$24,830 for the Melville Dam spillway, for a total of \$521,487. We will monitor overall spending and approach the Council as needed if we cannot meet the overall budget target.
3. Chamber A/V renovation – The equipment for the audio visual upgrades to the Chamber has arrived and the project is scheduled to begin January 26th and run through February 2nd. Training for staff will be conducted on February 7th.
4. Information Systems Manager update – A second round of interviews for an Information Systems Manager have been finished and I will meet with the interview panel’s selected candidate this week and report my recommendation to the Council at your next meeting.
5. Audit status – The submission deadline to file an audit report with the Office of the Auditor General has been extended to January 14th. The extension was due to the fact that we were awaiting State approval of the Town’s MTP2 report. The Division of Municipal Finance at the Rhode Island Department of Revenue has since approved the report and I anticipate the audit report will be posted to our website and filed with the Auditor General no later than tomorrow.

RESIGNATIONS AND APPOINTMENTS

1. Appointments:
  - a. Aquidneck Island Planning Commission – Motion to appoint Cynthia Andreola made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.
  - b. Design Review Board – Motion to appoint Paul Laurienzo made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.

c. Housing Authority – Motion to appoint Sharlene Stoker Patton made by Mr. Katzman, seconded by Dr. Ryan. Motion passed 7-0.

d. Planning Board – Motion to appoint Chris O’Connell made by Dr. Ryan, seconded by Mr. Katzman. Motion passed 7-0.

e. School Committee – Motion to re-advertise for the position and bring it back at the February, 14, 2022 meeting made by Mr. Katzman, seconded by Mr. Kelly. Motion passed 7-0.

f. West Side Development Advisory Committee – Motion to request Mr. Rainer give the Council a report as to what the West Side Development Advisory Committee is supposed to do before we appoint anymore people to the committee and to table making any appointments until Mr. Rainer can give a report at the next meeting made by Ms. Ujifusa, seconded by Mr. Katzman. Motion passed 7-0.

g. Dog Park Committee (Re-Appt.) – Motion to re-appoint both Mil Kinsella and Andrea Rounds made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.

h. Glen Manor House Authority (Re-Appt.) – Motion to re-appoint David Gleason to both the Glen Manor House Authority and the Harbor Commission made by Mr. Hamilton, seconded by Mr. Kelly. Motion passed 7-0.

i. Harbor Commission

j. Tree Warden (Re-Appt.) – Motion to re-appoint John Fitzgerald made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.

k. Wastewater Appeals Board (Re-Appt.) – Motion to re-appoint Peter Roberts made by Mr. Kelly, seconded by Mr. Hamilton. Motion passed 7-0.

OLD BUSINESS (Discussion/Action)

1. Monthly Finance Report. – Motion to receive and place on file made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.

2. Request approval, of an amount not to exceed \$50,000, of Legacy General Contracting for repairs to the Glen Farm Stables Icehouse. – Motion to approve made by Mr. Kelly, seconded by Mr. Hamilton. Motion passed 7-0.

3. Reschedule the Comprehensive Plan Workshop. – Motion to reschedule the Comprehensive Plan Workshop to March 7, 2022 discussing sections 1-4, March 21, 2022 sections 5-8 and previous sections and April 4, 2022 all sections made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.

NEW BUSINESS (Discussion/Action)

1. Solid Waste and Recycling Committee (SWRC) recommendations. – Motion to have Mr. Rainer explore the best way to take the first step of implementing the Solid Waste and Recycling Committee’s recommendation that we go to Townwide curbside pickup made by Ms. Ujifusa, seconded by Mr. Katzman. Motion passed 7-0.

2. Portsmouth Town Council 2022 state legislative priorities. – Mr. Hamilton asked that an additional item regarding Recreational Marijuana be included. No votes taken.

3. Request permission to provide a letter to the RI Department of Transportation indicating agreement for the East Main Road resurfacing projects. – Motion to approve made by Ms. Abbott, seconded by Mr. Hamilton. Motion passed 6-0-1. Mr. Aguiar recused.

4. Request approval to purchase a VAC-CON Sewer Jet Trailer from the National Joint Purchasing Alliance NJPA/SOURCEWELL for \$65,535. – Motion to approve made by Mr. Katzman, seconded by Dr. Ryan. Motion passed 7-0.

5. Request to accept proposal for actuarial and budgeting software. – Motion to approve made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.

CORRESPONDENCE – Motion to receive and place on file made by Dr. Ryan, seconded by Mr. Hamilton. Motion passed 7-0.

1. Consolidated annual audit report for the years ended June 30, 2021 and 2020. / A. Adkins, VP of Finance and Human Resources, Discover Newport
2. Resolution to consider a change to RIGL 16-7-40 (c) and (d). / Smithfield School Committee
3. Resolution to consider a change to RIGL 16-7-40 (c) and (d). / Cumberland School Committee
4. Thank you from the Dr. Martin Luther King Jr. Community Center. / H. Strout, Exec. Director
5. Season's greetings. / Portsmouth U.K. City Council and Lord Mayor and Mayoress
6. Invitation to consult on avoidance, minimization and mitigation measures for the proposed Revolution Wind Project. / M. Roll & K. Ingalls, Revolution Wind
7. Monthly RIRRC Report. / Rhode Island Resource Recovery Corp.

FUTURE MEETINGS

Jan 24 7:00 PM – Joint Town Council/School Committee Meeting  
Feb 14 7:00 PM – Town Council Meeting  
Feb 28 7:00 PM – Town Council Meeting

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

Time: 9:27 PM

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Jennifer M. West, Town Clerk