

PORTSMOUTH TOWN COUNCIL MEETING  
FEBRUARY 9, 2026  
MINUTES

6:00 PM – Town Council Chambers, Portsmouth Town Hall, 2200 East Main Road

MEMBERS PRESENT: David M. Gleason, Sondra Blank, Keith E. Hamilton, Mary A. McDowell, Sharlene Patton, and David Reise

ABSENT: Juan Carlos Payero

Time: 6:01 PM

EXECUTIVE SESSION – Motion to go into Executive Session under RIGL 42-46-5(a) (2) made by Mr. Gleason, seconded by Ms. Patton. 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. – Status reports from Town Solicitors on pending and threatened litigation involving the Town of Portsmouth. – No votes taken.

ADJOURN – Motion to seal the minutes and return to open session made by Mr. Gleason, seconded by Ms. Patton. Motion passed unanimously.

Time: 7:01

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

Time: 7:07

EMERGENCY EVACUATION PLAN

PLEDGE OF ALLEGIANCE

SITTING AS THE PORTSMOUTH TOWN COUNCIL

1. Roll Call

PRESIDENT’S EXECUTIVE SUMMARY – Mr. Hamilton thanked the DPW regarding the snow removal of the latest storm. Mr. Gleason commented on Carrigan Nelson’s celebration of life.

CONSENT AGENDA – Motion to receive and place on file items 1 and 2 made by Mr. Gleason, seconded by Ms. Patton. Motion passed unanimously. Motion to approve as presented item 3 made by Mr. Gleason, seconded by Ms. Patton. Motion passed unanimously.

Directions to view licensing applications: 1) Click [OpenGov](#), 2) Click Search, 3) Click Records, and then type in the record number listed on the agenda, 4) Click on the highlighted record to view the application.

1. Bills

Payment [Voucher #1301](#) on 1/22/26 in the amount of \$196,476.91 as approved by the Finance Director

Payment [Voucher #1308](#) on 1/29/26 in the amount of \$270,483.67 as approved by the Finance Director

2. Committee Minutes:

[Bike & Pedestrian Advisory Committee 1/22/26](#)

[Board of Canvassers 12/16/25](#)

[Harbor Commission 1/7/26](#)

[Pension Advisory Committee 10/27/25](#)

[Pension Advisory Committee 1/27/26](#)

3. Peddler License – Mobile Food Establishment (MFE), Renewal:  
Yapa LLC d/b/a Tolia Food Truck, 39 Rhode Island Ave Unit 3, Newport (#9396)

MINUTES – Motion to approve as presented made by Mr. Gleason, seconded by Ms. Patton.  
Motion passed unanimously.

[1/27/26](#)

### TOWN ADMINISTRATOR’S REPORT

1. Transfer station and curbside sales update – As of January 31<sup>st</sup>, we have: 93 households on Prudence Island signed up for the PI transfer station; 2,036 mainland households using the Hedly Street transfer station; and 3,222 signed up for curbside. Just a reminder, the transfer station will be closed and there will be no curbside pickup next Monday, February 16<sup>th</sup> due to the President’s Day holiday. All curbside pickups will be delayed one day, including Friday’s pickup (which will be done on Saturday).
2. Citizens’ Police Academy – The Portsmouth Police Department is currently accepting applications for its 2026 Citizens’ Police Academy. This is a 10-week program that offers residents a behind-the-scenes look at modern policing and the day-to-day work of our Police Dept. The academy will meet Thursday evenings from March 19 through May 21, and will include hands-on events, demonstrations, and open discussion with department personnel. This program has been well received in the past and is a great opportunity for residents to learn more about law enforcement and community policing in Portsmouth. Applications will be accepted through February 17<sup>th</sup> and are available on the Police Dept’s website.
3. FY27 budget update – Regarding the FY27 budget process, we’ve completed our review of Town department budgets and received all Civic Support requests. We’re now finalizing the Capital Improvement Plan and the Special Revenue and Enterprise Fund portions of the budget. The Town has also issued a Request for Proposals in accordance with Auditor General regulations auditing services beginning next summer. Proposals are due later this month and we will present the bid results to the Council in March. Any updated auditing costs will be incorporated into the FY27 budget. Work is also continuing on implementing the Town’s updated assessed property values, which should wrap up later in March. As we noted during the January budget briefing, the next budget will reflect the recent property revaluation. It updates assessments to current market conditions but does not by itself generate new revenue, since the tax rate is adjusted to achieve the adopted levy. The School Committee begins the first of its three budget meetings tomorrow evening. Overall, the process is on schedule, and we remain on track to present a proposed FY27 budget to the Council at the end of March, consistent with the timeline previously shared.
4. Town Hall closed February 16<sup>th</sup> – Town Hall will be closed next Monday, February 16<sup>th</sup> in observance of the President’s Day holiday.

I would like to note with sadness the passing of Madeleine Pencak, who served the Town of Portsmouth as Registrar of Voters for over nine years. Madeleine performed her work with professionalism, kindness, and a deep respect for the importance of fair and accessible elections. Her years of public service were greatly appreciated by the Town and by those who had the pleasure of working with her. On behalf of the Town, I extend our sincere condolences to her family and friends.

### RESIGNATIONS AND APPOINTMENTS

1. Resignations:

Dog Park Committee – [D. Kurland, C. Mathers-Kurland](#) – Motion to accept with regret the resignations of M. David Kurland and Carrie Mathers-Kurland made by Mr. Gleason, seconded by Ms. Patton. Motion passed unanimously.

2. Appointments:

Melville Park Committee – Stephen Luce withdrew his application.

Board of Canvassers – Motion to reappoint Ellen Vadney made by Mr. Gleason, seconded by Ms. Patton. Motion passed unanimously.

Dog Park Committee – Motion to reappoint Jennifer McGinley made by Mr. Gleason, seconded by Ms. Patton. Motion passed unanimously.

NEW BUSINESS (Discussion/Action)

1. [Presentation](#) of the FY25 Audited Financial Statements. – Motion to receive and place on file made by Mr. Gleason, seconded by Ms. Patton. Motion passed unanimously.

2. Narragansett Electric and Verizon New England Inc. ask permission to [relocate P19-90](#) 42' W of existing location and installing 12' lead anchor at Fairview Ln. – Motion to approve made by Mr. Gleason, seconded by Ms. Patton. Motion passed unanimously.

3. Decision on a proposed plan for the [3S fields](#). – Motion to proceed with option II: two fields, parking lot and roadway, starting by utilizing the SouthCoast money made by Mr. Gleason, seconded by Ms. Patton. Motion passed unanimously.

4. Adopt the recommended policy for Town Council appointments to [decision-making boards](#): Zoning Board of Review, Planning Board, Design Review Board. – Motion to request a policy be created and put forth on next council meeting made by Mr. Gleason, seconded by Ms. Patton. Motion passed unanimously.

CORRESPONDENCE – Motion to receive and place on file made by Mr. Gleason, seconded by Ms. Patton. Motion passed unanimously.

1. EFSB Docket No. SB-2021-04 Notice of LNG facility at Old Mill Lane provided additional natural gas supply to Aquidneck Island's natural gas distribution system on [Jan. 25](#), [Jan. 28](#), [Jan. 30](#) and [Feb. 2](#), 2026. / The Narragansett Electric Company d/b/a Rhode Island Energy

2. Bristol Ferry Town Common Committee [update](#). / R. Sears, Chair

3. Notice of [Final Decision](#) and Order in EFSB Docket SB-2022-02 re: SouthCoast Wind Energy LLC's application to construct a major energy facility. / S. De La Rosa, Commission Clerk, Public Utilities Commission

4. The Portsmouth Economic Development Committee [summary](#) of findings and recommendations regarding the issue of natural gas availability in Portsmouth. / J. Forgione, Chair

5. [Resolution](#) in support of House Bill 2026 – H 7049 and Senate Bill 2026 – S 2147 moving the September primary election day to after Labor Day. / Burrillville Town Council

FUTURE MEETINGS

Feb 23 7:00 PM – Town Council Meeting

Mar 9 7:00 PM – Town Council Meeting

Mar 16 7:00 PM – Town Council Meeting

Mar 23 7:00 PM – Town Council Meeting

ADJOURN – Motion to adjourn made by Mr. Gleason, seconded by Ms. Patton. Motion passed unanimously.

Time: 9:30 pm

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Jennifer M. West, CMC, Town Clerk