

PORTSMOUTH TOWN COUNCIL MEETING
FEBRUARY 28, 2022
MINUTES

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

MEMBERS PRESENT: Kevin M. Aguiar, Linda L. Ujifusa, Keith E. Hamilton, Leonard Katzman and J. Mark Ryan

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

Time: 6:04 PM

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

Time: 6:06 PM Mr. Kelly enters Town Council Chambers

Time: 6:38 Ms. Abbott enters via Zoom

ADJOURN – Motion to seal the minutes and adjourn to Open Session made by Mr. Hamilton, Mr. Katzman. Motion passed 7-0.

Break: 6:53

MEMBERS PRESENT: Kevin M. Aguiar, Linda L. Ujifusa, Keith E. Hamilton, Leonard Katzman, Andrew V. Kelly and J. Mark Ryan

MEMBERS VIA ZOOM: Daniela T. Abbott

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

Time: 7:01 PM

EMERGENCY EVACUATION PLAN

PLEDGE OF ALLEGIANCE

SITTING AS THE PORTSMOUTH TOWN COUNCIL

1. Roll Call

PRESIDENT’S EXECUTIVE SUMMARY – One vote taken.

CONSENT AGENDA – Motion to approve as presented made by Mr. Hamilton, seconded by Mr. Katzman. 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 – Finding & Notice of Violation 22-0022

Jesse & Tanya Faria, 5 Monticello Street, No. Providence, RI 02904 – Have a residential boating facility at your property located at 265 Riverside Street, Portsmouth, Plat 15, Lot 58

that has not been authorized by the CRMC. Additionally, you have constructed a patio and an accessory structure (shed) within 200 feet of the coastal feature, and you have undertaken work on the coastal feature (revetment) without prior CRMC approval.

3. CRMC – Public Notice 2022-02-020

Sameh & Nancy Said, 14 Honeysuckle Lane, Portsmouth, RI 02871 – for a State of Rhode Island Assent to construct and maintain: an additional boat lift and float lift to an existing residential dock facility.

4. CRMC – Public Notice 2021-12-060

Cynthia Sherman, 15 Honeysuckle Lane, Portsmouth, RI 02871 – for a State of Rhode Island Assent to construct and maintain: add a boat lift and float lift to an existing residential dock facility.

SITTING AS THE BOARD OF LICENSE COMMISSIONERS

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. Peddler License – Mobile Food Establishment (MFE), New:

- a. Totten Foods, LLC d/b/a BIG DOG EATS, 23 Gibbons Ave, Warwick, 1 vehicle (#2040)
- b. Sarah Macmillan d/b/a Macs Screaming Corn & Tacos, 2 Palmer Street, Barrington, 1 vehicle (#2041)
- c. GottaQ Brands LLC d/b/a GottaQ BBQ, 2000 Mendon Rd, Cumberland, 2 vehicles (#2042)

Motion to approve all three licenses made by Mr. Katzman, seconded by Mr. Hamilton. Motion passed 7-0.

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

MINUTES – Motion to approve made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0. 2/14/22

TOWN ADMINISTRATOR'S REPORT

1. West Main Road Safety Audit update – Feedback to the draft Safety Assessment of West Main Road, conducted by RI DOT, was provided mid last year. DOT and their contractor assigned to the study have been finalizing the report. I reached out to them inquiring as to when we can expect the final report and was told we can expect it to be released in the next two weeks.
2. Safety Grant – The Rhode Island Interlocal Risk Management Trust has awarded a Grant of almost \$1K towards the purchase of a magnetic manhole/catch basin cover lifting device. The Trust's Safety Enhancement Grant Program is designed to provide assistance for the purchase of safety equipment or services that would help to promote a positive safety culture, a safer working environment, and reduce the frequency or severity of claims. Thanks to Paul Rodrigues, the Deputy Director at Public Works, for working behind the scenes to get this award.
3. Masterplan Workshop – As part of the development of the Parks, Recreation and Open Space Master Plan, the Town is seeking public input through a series of workshops. Those interested are encouraged to participate in a public workshop run by the consultant preparing the plan on Wednesday, March 16, 2022 from 6:30 - 8:30 PM. The workshop will be conducted over Zoom. Details on how to participate, learn more about the project, learn how to get involved have been advertised and can also be found via the News and Announcements section or the Recreation section of the Town's website.
4. Distribution of Covid tests update – A drive-thru distribution of free Covid-19 test kits was conducted by the Town at the Raytheon site this past Saturday. We were able to distribute over

1200 test kits to Portsmouth residents. We still have inventory remaining and will receive more test kits next week. Our Emergency Management Director, Ray Perry, will contact and work with local organizations to assist in distribution to a wider population as more test kits arrive.

5. Melville Park Recreational Trails Grant – We received word from DEM that the Recreational Trails grant award for improvements at Melville Park has been conditionally approved pending a federal review, which is now in progress. While awaiting final approval, we've been notified we can move forward with drafting grant contracts. This is good news and to refresh your memory, this is an almost \$32,000 grant for the improvement of the park's trails.

6. Recreation hiring events – Lastly, the Recreation Department will conduct two hiring events for recreation summer jobs. The first is Tuesday March 8th from 6-8 pm and the second is on Saturday March 19th from 2-4 pm – both at the Brown House. We are looking for Lifeguards, Camp Counselors, Camp Directors, and Gate Attendants. People interested in summer employment can stop by for an on-site interview during these two events. More information can be found via the Summer Job Fair heading under the News and Announcements section of the Town's Website.

RESIGNATIONS AND APPOINTMENTS

1. Resignations:

a. Wastewater Appeals Board – Motion to accept Lord Scott S. Dickison's resignation with regret made by Mr. Hamilton, seconded by Ms. Ujifusa. Motion passed 7-0.

b. Zoning Board of Review – Motion to accept William Wladyka's resignation with regret made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.

2. Appointments:

a. Bristol Ferry Town Common – Motion to appoint William Dwyer III made by Dr. Ryan, seconded by Ms. Ujifusa. Motion passed 7-0.

b. Dog Park Committee (Re-Appt.) – Motion to reappoint Jennifer McGinley made by Mr. Hamilton, seconded by Mr. Katzman. 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.

NEW BUSINESS (Discussion/Action)

1. Presentation of FY21 Audit. – No votes taken.

2. Request approval of Glen Manor House RFP bid to enter into contract negotiations with Russell Morin Catering and Events. – Motion to enter into contract negotiations with Russell Morin Catering and Events made by Mr. Kelly, seconded by Ms. Ujifusa. Motion passed 7-0.

3. Review of Town Capital Improvements Plan (CIP) for FY2023. – No votes taken.

4. Request approval to send a letter to RI Housing requesting the discontinuance of the Septic Loan Program. – Motion to approve made by Ms. Ujifusa, seconded by Mr. Katzman. Motion passed 7-0.

5. Request approval for the use of ARPA funds, not to exceed \$20,000, to purchase replacement IT servers for our Public Safety computer network. – Motion to approve made by Mr. Katzman, seconded by Dr. Ryan. Motion passed 7-0.

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

1. Neighborhoods are for neighbors letter. / S. Panaggio

2. Resolution in opposition of House Bill 2022-H 6638 entitled, "An Act Relating to Towns and Cities - Zoning Ordinances". / Woonsocket City Council

FUTURE MEETINGS

- Mar 07 7:00 PM – Town Council Comprehensive Plan Public Hearing
- Mar 14 7:00 PM – Town Council Meeting
- Mar 21 7:00 PM – Town Council Comprehensive Plan Public Hearing
- Mar 28 7:00 PM – Town Council Meeting
- Apr 04 7:00 PM – Town Council Comprehensive Plan Public Hearing

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

Time: 8:27 PM

Jennifer M. West, Town Clerk