

PORTSMOUTH TOWN COUNCIL MEETING  
MAY 9, 2022  
MINUTES

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

Time: 7:02 PM

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

EMERGENCY EVACUATION PLAN

PLEDGE OF ALLEGIANCE

SITTING AS THE PORTSMOUTH TOWN COUNCIL

1. Roll Call

PRESIDENT’S EXECUTIVE SUMMARY – There was no Executive Session held prior to the Council meeting.

CONSENT AGENDA – Motion to move Item 2b, Pete’s Ice Cream, from the Consent Agenda to the Board of License Commissioners after item 2b and approve the rest of the Consent Agenda as presented made by Mr. Hamilton, seconded by Dr. Ryan. 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. Peddler License – Mobile Food Establishment (MFE), Renewals:

- a. The Trap Box LLC, 152 Almy St, Providence (#2089)
- b. Pete’s Ice Cream, 122 Viking Dr, Portsmouth (#2098)
- c. 1899 LLC d/b/a La Costa Lobster and Tacos, 186 Bellevue Avenue, Newport (#2097)
- d. Championship Melt, 121 Prescott Ave, Riverside, RI (#2099)

3. Business Closure:

SSND Inc. d/b/a The Ship's Store and Rigging, 1 Lagoon Road, Safe Harbor NEB (#1774)

SITTING AS THE BOARD OF LICENSE COMMISSIONERS

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1. Entertainment License:

Portsmouth Youth Soccer Association, PO Box 428, for the 29<sup>th</sup> Annual PYSA Father’s Day Tournament, Gardner Seveney Sports Complex, June 17-19, 2022 (#2088)

Motion to approve made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.

2. PUBLIC HEARING: Liquor License Application, New:

- a. Application for a Class BV Alcoholic Beverage License from Narragansett Bay Club Amenity, LLC d/b/a The Narragansett Bay Club, 195 Newport Harbor Drive, Portsmouth.
- b. Request approval for the permanent expansion of the service area to allow food and alcohol service in the area of the pool building/pool facility and the surrounding fenced in pool area at 195 Newport Harbor Drive, Tax Assessor’s Map 17, Lot 8.

Motion to open the Public Hearing made by Mr. Hamilton, seconded by Mr. Kelly. Motion passed 7-0.  
Motion to continue the Public Hearing to the May 23, 2022 meeting made by Mr. Hamilton, seconded by Mr. Kelly. Motion passed 7-0.

Consent 2. Peddler License – Mobile Food Establishment (MFE), Renewals:

b. Pete’s Ice Cream, 122 Viking Dr, Portsmouth (#2098) - Motion to approve made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 6-0. Mr. Kelly recused.

ADJOURN – Motion to adjourn as the Board of License Commissioners made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.

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

4/25/22

4/26/22

### TOWN ADMINISTRATOR’S REPORT

1. Departure of Finance Director – Our Finance Director informed me she will resign effective June 2nd. Lisa has accepted a new position in her field at a major university. I am very sad to see her go. It was an honor and a pleasure to work with Lisa and I wish her all the best in this new and exciting opportunity. Appropriate ads and employment announcements have been made and I will work with HR to secure a new candidate for your approval as soon as possible.

2. New Town Planner – Our new Planer, Lea Hitchen, started today. She will work alongside Gary Crosby until his retirement at the end of June. She is here tonight learning how to use our new Chamber electronics system. Welcome aboard Lea.

3. Portsmouth Award – We are now accepting nominations for the annual Portsmouth Award. This award is an annual recognition for an individual, a local business or an organization, that exemplify the best characteristics of and for Portsmouth; to include:

- Consistently demonstrated excellence in professional and community leadership;
- The exhibition of outstanding initiative, inspiration, leadership and organizational skills which produced significant results directly benefiting the community and its citizens;
- Has made, or is making, significant contributions to the welfare of the community through involvement and participation; and
- Have given freely of their time and energy for the betterment of our community.

Details will be posted on the Town website and in a pending press release. Nominations will be due May 31st.

4. Master Plan Survey – The Parks, Recreation and Open Space Master Plan online community survey is still open. The online Community Survey can be accessed from our Town Website by clicking the link in the banner at the top of the page. The survey should only take 5 to 10 minutes to complete, and all responses are anonymous. Once completed, the Parks and Recreation Master Plan will enable the Town to proactively plan for and meet the needs of residents while also enhancing our quality of life.

5. FY 23 Budget Update – The proposed Town Budget was provisionally approved during the recent Budget Meetings. A public hearing will be held 7:00 PM on June 15th at the Middle School auditorium. Final budget approval will be at the June 27 Town Council meeting.

6. Naval Station Community Leadership Meeting – A Community Leadership Meeting hosted by the Naval Station Commanding Officer will be held tomorrow at 1:00 PM. I will be attending with Gary and Lea.

Additionally, just another reminder that we have begun our transition from a .com to a .gov domain. Any new emails sent from our network will be from the .gov address, but all emails sent to us with the portsmouth.com address will still arrive normally. The Town website has already been changed to .gov, but using portsmouthri.com will still bring users to the website.

RESIGNATIONS AND APPOINTMENTS

1. Resignations: – Motion to accept Mary Beth Clark’s resignation from both the Conservation Commission and the Dog Park Committee with regret made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.

a. Conservation Commission – M. Clark

b. Dog Park Committee – M. Clark

2. Appointments:

a. Parks & Recreation Committee – Motion to reappoint David Fiorillo, Katherine Gagliano and Maureen Greichen made by Ms. Ujifusa, seconded by Dr. Ryan. Motion passed 7-0.

b. Planning Board – Motion to reappoint David Garceau made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.

c. Economic Development Committee – Motion to appoint Amy Homan made by Mr. Katzman, seconded by Dr. Ryan. Motion passed 7-0.

d. Harbor Commission – Motion to appoint Katie Eagan made by Dr. Ryan, seconded by Mr. Hamilton. Motion passed 7-0.

e. Planning Board – Motion to appoint Norah Kane-Daly made by Ms. Ujifusa, seconded by Ms. Abbott. Motion passed 7-0.

OLD BUSINESS (Discussion/Action)

1. Discussion of a possible Solar Workshop with the Planning Board. – No votes taken.

NEW BUSINESS (Discussion/Action)

1. Fireworks displays on Town property. – Motion to approve fireworks on May 12, 2022 at Glen Manor House made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.

2. Emergency Medical Service write-offs for Town residents. – No votes taken.

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

1. Monthly RIRRC Report. / Rhode Island Resource Recovery Corp.

2. Resolution for Coastal Buffer Zone to allow aquaculture operations and minimize conflicting uses. / Tiverton Town Council

3. Resolution in support of H 8055 An Act Relating to Waters and Navigation Coastal Resources Management Council. / Hopkinton Town Council

FUTURE MEETINGS

May 23 7:00 PM – Town Council Meeting

Jun 13 7:00 PM – Town Council Meeting

Jun 15 7:00 PM – Town Council Meeting – Budget Hearing (Wednesday) at the Portsmouth Middle School, 125 Jepson Lane

Jun 27 7:00 PM – Town Council Meeting

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

Time: 8:47 PM

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Jennifer M. West, Town Clerk