

PORTSMOUTH TOWN COUNCIL MEETING  
AUGUST 9, 2022 (Tuesday)  
MINUTES

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

Time: 7:00 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 meeting.

CONSENT AGENDA – Motion to approve 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. CRMC – Public Notice 2022-06-021

Steven & Jamie Kelly, 4070 E. Clubview Drive, Gilbert, AZ for a State of RI Assent to construct and maintain a residential boating facility consisting of a stairway over a revetment to a 25x4’ fixed pier to a 4x20’ aluminum ramp to a 5x30’ terminal float extending 75’ beyond Mean Low Water (MLW), requiring a 25’ Variance to the 50’ beyond MLW Standard (Red Book Section 1.3.1 (D)(11)(1)). Project Location: 319 Riverside Street, Portsmouth.

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. Coastal Cones d/b/a Ben & Jerry’s, 356 Thames St., Newport (#2162)

b. BAKD Foods LLC d/b/a The Bite, 691 Main St., Warren (#2173)

Motion to approve both new Mobile Food Establishment (MFE) peddler licenses made by Mr. Katzman, seconded by Dr. Ryan. Motion passed 7-0.

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.  
7/11/22

## TAX VOUCHERS

Request approval for Tax Vouchers #20220809-01 to #20220809-02. – Motion to approve made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.

## TOWN ADMINISTRATOR'S REPORT

1. Town Clerk certification – I'm proud to announce Town Clerk Jennifer West has earned the designation of Certified Municipal Clerk (CMC), which is awarded by the International Institute of Municipal Clerks (IIMC). The Institute grants the CMC designation only to those municipal clerks who complete demanding education requirements, and who have a record of significant contributions to their local government, their community and state. Congratulations on your educational accomplishment and achievement of this significant career milestone!
2. Discover Newport grant update – In a previous meeting, I announced Portsmouth received a community support grant from the Newport and Bristol County Convention and Visitors Bureau, known as Discover Newport. The grant is for \$7,500 and must be used for projects that enhance the visitor's experience in our municipality. The grant will be managed by our Director of Business Development. An application for award recommendations will be posted on the Town website tomorrow and will be due by the end of the month.
3. Police National Night Out – On Tuesday August 2<sup>nd</sup>, the Police Department held a National Night Out community event at Sandy Point Beach. The department hosted face painting, lawn games with prizes, and served pizza, popcorn and sandwiches that were donated by local businesses. The evening culminated with the showing of Dreamworks' The Bad Guys. National Night Out is a nationwide initiative that brings the community and the police together to promote positive police-community partnerships. The event is held yearly on the first Tuesday in August. The Portsmouth Police have participated in National Night Out since 2014.
4. Primary reminder – I'd like to remind everyone that the RI Statewide Primaries will be held on Tuesday, September 13<sup>th</sup>. Early voting will be conducted in the Town Council Chamber during business hours August 24 through September 12.

## RESIGNATIONS AND APPOINTMENTS

1. Resignation:
  - a. Pension Investment Committee – Motion to accept Ralph McClusky's resignation with regret, made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.
2. Appointments:
  - a. Prudence Island Planning Commission – Motion to appoint John Spadaro, made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.
  - b. Economic Development Committee – Motion to reappoint Emil Cipolla, made by Mr. Katzman, seconded by Mr. Hamilton. Motion passed 7-0.
  - c. Wastewater Appeals Board – Motion to reappoint John Vickers, made by Mr. Hamilton, seconded by Dr. Ryan. Motion passed 7-0.

## OLD BUSINESS (Discussion/Action)

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

## NEW BUSINESS (Discussion/Action)

1. Presentation of Mayflower Wind's application to construct major energy facilities in Portsmouth. – No votes were taken.

2. Ratification of Fire Dispatchers contract. – Motion to approve made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.
3. Ratification of PMEA contract. – Motion to approve made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.
4. Discussion and approval of the Town Council FY 22-23 Goals and Priorities for the Town Administrator. – Motion to table to the August 22, 2022 meeting, made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.
5. Request approval of MOU for a Cesspool and Septic System Replacement Grant Program using \$500,000 in previously approved ARPA funds. – Motion to approve made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.
6. RI Energy proposes to relocate Pole 1 Sequoia Ln 11ft East. – Motion to approve made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.
7. RI Energy asks permission to replace direct bury cable with cable in conduit system along Sandy Point Farms URD. Install four new pullboxes on Adams Dr, Fischer Cir, Taylor Rd for access to cables. – Motion to table to the August 22, 2022 meeting, made by Mr. Katzman, seconded by Mr. Hamilton. Motion passed 7-0.
8. Request approval to award fire station roof replacement to Silktown Roofing Inc. for \$235,000. – Motion to approve made by Mr. Hamilton, seconded by Mr. Katzman. Motion passed 7-0.
9. Prudence Island meeting September 10, 2022. – No votes taken.

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

1. Thank you from Newport Mental Health. / J. Lehane, III, MPH, President and CEO
2. Thank you from The Portsmouth Arts Guild. / W. Berube, Secretary
3. Thank you from Meals on Wheels. / M. Grady, Executive Director
4. Letter regarding credit card payments for taxes and the fees that apply. / G. Patenaude
5. Invitation to A Centennial Celebration on September 8, 2022 from 5:30 – 9:30 pm at Fort Adams State Park, Newport. / Dr. Martin Luther King, Jr. Community Center
6. Request to Council to consider the use of Automated License Plate Readers on the Mount Hope Bridge. / J. & L. Patton, Matthew Patton Foundation

FUTURE MEETINGS

Aug 22 7:00 PM – Town Council Meeting  
Sep 12 7:00 PM – Town Council Meeting  
Sep 26 7:00 PM – Town Council Meeting

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

Time: 9:02 PM

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Jennifer M. West, CMC, Town Clerk