



**CITY OF PORTSMOUTH, NEW HAMPSHIRE
GOVERNANCE COMMITTEE
MEETING MINUTES
MONDAY June 26, 2023 – 10:00 a.m.
Conference Room A
City Hall Complex, 1 Junkins Avenue
Portsmouth, NH 03801**

- 1. Welcome and Call to Order** – 10:02 a.m.
- 2. Roll Call** – Councilor Kate Cook, Councilor Vincent Lombardi, Councilor John Tabor by Zoom. Also present was Deputy City Manager Suzanne M. Woodland and Robert Sullivan, Of Counsel.
- 3. Review and Approval of Minutes** – Councilor Lombardi moved to approve the June 12, 2023 minutes. Councilor Tabor seconded. By roll call, all in favor.
- 4. Old Business**

a. Conflict of Interest

The Governance Committee continued to review and further discuss proposed updates to the conflict-of-interest ordinance, looking at the recent changes prepared by the Legal Department. The Committee had a robust discussion regarding language related to quasi-judicial boards. The Governance Committee also discussed the possible development and adoption of a City Council policy addressing ethics.

The Committee discussed updating the financial disclosure reporting requirements and whether to further edit the provisions related to disclosure of conflicts. Consensus to further edit the language.

The Committee discussed gifts and favors and amending the language to increase the amount from \$100 to \$350 in a calendar year. The \$350 is not cumulative unless from the same donor.

The intention is to bring back final revisions to the Code of Ethics/Conflict of Interest section to the next Governance Committee meeting which would allow the changes to move to the City Council.

Councilor Cook reported that at the July 17 meeting the City Clerk will be in attendance and the Committee will look at updating the financial disclosure section. Councilor Cook reviewed briefly those sections that will be covered at the next meeting.

b. Sustainability BR Committee Conversion Ordinance

Councilor Cook reported that the Sustainability Committee is reviewing the questions and issues raised by the Governance Committee relative to the ordinance to create a standing committee. It will likely be August before this item returns to the Governance Committee.

c. Economic Development Committee Ordinance

Councilor Lombardi reported that the Economic Development Committee did not have an opportunity to consider the Governance Committee's comments at the last EDC meeting. This matter will likely be picked up at the next EDC meeting in July.

5. Public Comment

No members of the public were present.

6. Announcements - Next Governance Committee meeting: July 17, 2023

7. Adjournment

Motion by Councilor Lombardi to adjourn, seconded by Councilor Tabor and by roll call vote all in favor. Adjourned 11:00 a.m.

Minutes Prepared by: Suzanne Woodland, Deputy City Manager/Deputy City Attorney

Minutes Approved: August 7, 2023