



**CITY OF PORTSMOUTH, NEW HAMPSHIRE
GOVERNANCE COMMITTEE
MEETING MINUTES
MONDAY June 12, 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 all present. Also present was Deputy City Manager Suzanne M. Woodland and Jane Ferrini, Assistant City Attorney.
3. **Review and Approval of Minutes** – Councilor Lombardi moved to approve the May 22, 2023, minutes. Councilor Tabor seconded. All in favor.
4. **Old Business**

a. Administrative Ordinance

Language Change: Councilor Cook reviewed potential minor changes to Chapter 1 relative to Boards, Committees and Commission. Motion by Lombardi to have the Legal Department finalize for City Council consideration these changes to the Administrative Ordinance to have gender neutral language and other minor changes. All in favor.

The discussion around appointments is postponed due to the unavailability of the City Attorney for today's meeting.

b. Conflict of Interest

The Committee began to review and further discuss proposed updates to the conflict-of-interest statute looking at some draft language provide by the City Attorney for discussion purposes. The Legal Department will work on additional proposed changes to the ordinance based on the comments. The intention is to bring back proposed changes to the next Governance Committee meeting.

Discussion as well about updating the financial disclosure section (Article 9) and the financial disclosure form maintained by the City Clerk's office.

c. Sustainability BR Committee Conversion Ordinance

The Governance Committee reviewed the draft ordinance to make the Sustainability Committee a permanent committee. Jane Ferrini, the Assistant City Attorney, provided comments and feedback on the proposed ordinance. Among the issues

discussed were timing for the development of the permanent Sustainability Committee. There was also a discussion regarding membership. Also discussion with regard to the selection of the chair. Councilor Cook will discuss the feedback provided in the meeting and report back to the Sustainability Committee.

d. Economic Development Committee Ordinance

The Governance Committee reviewed the proposed edits suggested by the Legal Department. Suggested edits to remove references to staff and to option to implement stagger. Councilor Lombardi will review the feedback on draft with the Economic Development Committee.

5. Public Comment

Petra Huda (comments on ethics ordinance draft changes, disclosure of interests)

6. Announcements

a. Current Committee Schedule

- Next meetings: June 26

7. Adjournment

Motion by Councilor Lombardi to adjourn, seconded by Councilor Tabor and all in favor. Adjourned at 11:45 a.m.

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

Minutes Approved: _____ June 26, 2023