



**CITY OF PORTSMOUTH, NEW HAMPSHIRE  
GOVERNANCE COMMITTEE  
MEETING MINUTES  
MONDAY, DECEMBER 12, 2022 – 10:00 a.m.  
Conference Room A  
City Hall Complex, 1 Junkins Avenue  
Portsmouth, NH 03801**

1. **Welcome and Call to Order** - 10:04 a.m.
2. **Roll Call** – Councilor Cook, Councilor Tabor and Councilor Lombardi present. Also present the Deputy City Manager/Deputy City Attorney Suzanne Woodland
3. **Review and Approval of Minutes** – Councilor Tabor moved to approve the August 29, 2022 meeting minutes, seconded by Lombardi and all in favor. Councilor Lombardi moved to approve the September 28, 2022 meeting minutes, seconded by Tabor and all in favor. Councilor Lombardi moved to approve the October 31, 2022 meeting minutes, seconded by Tabor and all in favor.

4. **Old Business**

- a. **Parks and Green Spaces** – Councilor Cook asked where the committee wanted to go next in terms of action. Councilor Tabor provided a detailed review of some of his research on how governance and committee oversight of parks and greenspaces is handled by other communities. Councilor Lombardi provided input on the topic including continued interest in passive recreation. General consensus of the Governance Committee that they would like to find or create a public body(ies) that would have as part of its mission helping to identify and support the acquisition of green/park spaces and the encouragement of passive recreation activities. The Committee identified questions that it would be helpful to answer. Those questions roughly stated are: What are the needs of the community? What is the way to solve them? How to create more interest and discussion of passive uses? How to help provide input for master-planning?

To answer those questions, the Chair of the Governance Committee will reach out to the following: Recreation Board, Conservation Commission, Trees and Greenery Committee and Cemetery Committee to ask or those entities to weigh in on the topic of parks and greenspaces and if possible identify a representative of that body to attend a Governance Committee meeting on January 30 at 10:00 am. In addition, the Governance Committee will invite the Parking Traffic and Safety committee if they would like to send to the January 30 meeting a representative which knowledge and interest in bicycle and pedestrian connectivity to parks and green spaces. In addition, the Governance Committee would welcome a representative from the Department of Public Works.

- b. **Committees/Ordinances Review** – Past mayors will be invited to the January 9 meeting to opine on the issue of stagger and rotation. The DCM will follow up with the City Attorney to see if other cities have wrestled with this issue.

**5. New Business**

- a. Donations Policy** – This will be a focus early in 2023. The DCM is gathering information on the City’s existing policies and will share those with the committee members in advance. In addition to donations coming into the City, the Committee expressed interest in increasing transparency and looking at the donations made to and by elected officials (and candidates for elected office).
- b. Sidewalk Policy** – Committees members’ consensus is that the sidewalk policy under consideration is the issue of brick versus concrete sidewalks. The Governance Committee would appreciate input from the HDC, the EDC and a representative of the Department of Public Works on this topic. Likely this matter would come before the Governance Committee end of February/beginning of March.
- c. Review of Conflict of Interest** – The Committee members’ consensus is that they would likely address this topic in April. Councilor Tabor made reference to State law on conflict of interest as a starting point and opined on the issue of “appearance of conflict.”

**6. Public Comment**

Petra Huda (conflict of interest)

**Other business:** Scheduling of 2023 Governance Committee meetings as follows:

January 9, January 30, February 13, February 27, March 13, March 27, April 10, April 24, May 22, June 12, June 26, July 17, August 7, September 11, October 10 (Tuesday), November 13, and December 4

- 7. Adjournment** – Councilor Lombardi moved to adjourn, seconded by Tabor, all in favor. Adjourned at 11:13 a.m.

Meeting Minutes prepared by  
Suzanne M. Woodland  
Deputy City Manager

Approved by Governance Committee on: \_\_\_\_\_ January 9, 2023