



**Legislative Meeting Minutes**  
**March 1, 2023 – 5:30 p.m.**  
**City Hall – Blue Conference Room**

Attendees: Councilor Leigh Webb (Chair), Councilor Bob Desrochers and Councilor Trudel  
Others in Attendance: Councilor George Dzujna, and City Manager Judie Milner

Chair, Councilor Webb, called the meeting to order at 5:30 p.m.  
Salute to the Flag was performed.

**Agenda:**

**I. Approve Previous Meeting Minutes**

**Motion – Councilor Trudel moved to approve the minutes of the February 22, 2022 Legislative Committee Meeting. Councilor Desrochers seconded.**

***2 in favor; 1 abstention. Motion passes.***

**II. Charter Change Suggestions**

Councilor Trudel mentioned a request from resident, Kathy Rago, about looking at changing the charter stating that if the city manager's proposed budget does not pass that it would automatically go to the default budget.

There was a discussion about different ways to go about this without having the budget go to default, while the council determines how they would like to make changes to the proposed budget.

City Manager Milner did look up RSA 49-C:23, which states:

The charter shall provide for the following:

- I. A budget submission date and a date by which an annual budget shall be finally adopted by the elected body. Failing final adoption by the established date, the budget shall be determined as provided in the city charter, or as originally submitted by the chief administrative officer if no such provision is made in the city charter.

Milner stated that the date they already have set every year is July 27<sup>th</sup>.

There was more discussion on the matter and it was decided that the council should weigh in on this as well.

**Motion – Councilor Trudel made a motion to have the City Manager put together a City Council Workshop meeting strictly dealing with charter changes. Seconded by Councilor Desrochers.**

***All in favor. Motion passes.***

Milner recommended that City Attorney, Paul Fitzgerald, attend this as well in case there are any questions about following the RSA and that was agreed upon.

### **III. Discuss Code of Conduct Policy**

There was a discussion about whether the Code of Conduct should be codified or not. It was decided that it should not be codified and should be brought to the council to be approved as is, with no changes. This is brought to the council to be approved every year.

**Motion – Councilor Trudel made a motion to bring the Code of Conduct to the City Council to be approved as is, with no changes, therefore, to not be codified. Seconded by Councilor Desrochers.**

***All in favor. Motion passes.***

### **IV. Discuss Election Recount Procedure**

Milner stated that ordinance 09-20 was put on the table because the last City Clerk never put the recount procedure through to the Secretary of State. It has been taken off the table a couple of times and the current City Clerk called the Secretary of State and they wanted nothing to do with it. It was recommended that she have the city attorney look it over. City Clerk Stanyan looked this ordinance over and made some corrections last week for review.

The committee discussed this procedure and decided that they would like to get more information from the moderators and the ward clerks before sending it to the city attorney.

They would like City Clerk Stanyan to submit all of the comments from the moderators and ward clerks to the Legislative Committee so that they may revisit this discussion at the next quarterly meeting.

### **V. Other Business**

Councilor Webb asked if there was any other business to discuss.

Milner let the committee know that the Personnel Policy is almost completed. This was a huge re-write, as the current policy is a mess and hard to make changes to or add onto it.

She let everyone know that they can start looking through the current policy under Chapter 347 to get acclimated with it before reviewing the revised policy that will be proposed. The revised policy will be about 50 pages.

She is planning to have the policy completed in time to present to the Legislative Committee at their next quarterly meeting and review of the policy will probably take a few meetings to go through.

Councilor Webb asked if there was any other business to discuss.  
No other discussion ensued.

**Motion to adjourn was made by Councilor Desrochers. Seconded by Councilor Trudel.**

***All in favor. Motion passes.***

Meeting adjourned at 6:25 p.m.

Respectfully submitted,

Lisa Jones

Executive Secretary