



ORDINANCE

RELATIVE TO THE DEFINITION, ROLES AND RESPONSIBILITIES OF AN ALDERMANIC LIAISON

CITY OF NASHUA

In the Year Two Thousand and Ten

The City of Nashua ordains that Part I “Administrative Legislation”, Chapter 5 “Administration of Government”, Part 2 “Board of Alderman”, of the Nashua Revised Ordinances, as amended, be hereby further amended by the following:

1. In Article II “General Provisions”, add the following new section:

“§ 5-9.1 Liaisons.

- A. Definition of Liaison: The contact or connection maintained by communications between units or with any other organization in order to ensure concerted action and cooperation.
- B. Primary Role: The primary role of the Liaison shall be to communicate with the other board, committee or group and report back to the Board of Aldermen, and vice versa, so that a mutual understanding will be established and maintained.
- C. Responsibilities of the Liaison shall include the following:
 - (1) The Liaison, or the Alternate Liaison, shall attend meetings of the other board, committee or group in person.
 - (2) The Liaison, when unable to attend the meetings of the other board, committee or group in person, shall make arrangements with the Alternate Liaison for their attendance.
 - (3) The Liaison and the Alternate Liaison shall submit monthly written reports to the Board of Aldermen, at a minimum capturing the participants in the conversation, salient points, questions or concerns raised by the other board committee, or group to be addressed to the Board of Aldermen, and

finally, questions or concerns raised by the Board of Aldermen, or any of its members, to be addressed to the other board, committee or group. Said reports shall be placed on the Board of Aldermen's Agenda as Reports from Liaisons.

- (4) Unless otherwise established by statute, ordinance, or resolution, a Liaison or Alternate Liaison shall not be a voting member of the other board, committee or group."

2. In Article III "Rules and Order of Business", Section 5-14 "Order of business", add the following new subsection "M" and reletter the existing subsections M-R as N-S:

"§ 5-14. Order of business.

The order of business shall be as follows:

...

M. Reports from Liaisons;"

This ordinance shall become effective upon passage.

All ordinances or parts of ordinances inconsistent herewith are hereby repealed.

LEGISLATIVE YEAR 2010

ORDINANCE: O-10-21

PURPOSE: Relative to the definition, roles and responsibilities of an aldermanic liaison

ENDORSER(S): Alderman-at-Large Mark S. Cookson

**COMMITTEE
ASSIGNMENT:**

FISCAL NOTE: None.

ANALYSIS

This legislation establishes the definition, roles and responsibilities of an aldermanic liaison. It also amends the order of business during a meeting to include reports from liaisons.

Approved as to form: Office of Corporation Counsel

By: Dorothy Clarke

Date: June 4, 2010



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“§ 5-14. Order of business.

The order of business shall be as follows:

...

- M. Written reports from Liaisons;”

This ordinance shall become effective upon passage.

