



## ORDINANCE

RELATIVE TO THE DISTRIBUTION OF COMMUNICATIONS TO COMMITTEES

### *CITY OF NASHUA*

*In the Year Two Thousand and Eleven*

*The City of Nashua ordains* that Part I “Administrative Legislation”, Chapter 5 “Administration of Government”, Part 2 “Board of Aldermen”, Article II “General Provisions”, Section 5-9, “Standing committees” of the Nashua Revised Ordinances, as amended, be hereby further amended by adding the following new subsection:

“§ 5-9. **Standing committees.**

...

- E. The committee chair shall serve as the facilitator of information for the committee members. All verbal and written communications delivered to the committee chair in their capacity as chair must be provided to the members of the committee within two days. The communication shall also be placed under communications on the next committee agenda.”

All ordinances or parts of ordinances inconsistent herewith are hereby repealed.

This ordinance shall take effect following its passage.

**LEGISLATIVE YEAR 2011**

**ORDINANCE:**

**O-11-62**

**PURPOSE:**

**Relative to the distribution of communications to committees.**

**ENDORSER(S):**

**Alderman-at-Large Barbara Pressly**

**COMMITTEE  
ASSIGNMENT:**

**FISCAL NOTE:**

**None.**

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**ANALYSIS**

This legislation provides that all verbal and written communications delivered to the committee chair in their capacity as chair must be provided to the members of the committee within two days. Further, the communication shall also be placed under communications on the next committee agenda.

Certain communications may be exempt from public inspection under the right-to-know law, and the committee may want to discuss certain communications in nonpublic session if one of the reasons for going into nonpublic session applies. See RSA Chapter 91-A.

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**Approved as to form:**

**Office of Corporation Counsel**

**By:** Dowling Clarke

**Date:** March 15, 2011