



City Council Rules Committee  
**February 7, 2023**  
**DRAFT MEETING MINUTES**  
City Council Chambers  
37 Green Street, Concord  
5:30 p.m.

1. Call to order: Committee Chair Councilor Bouchard called the meeting to order at 5:30 p.m.

Roll Call. Councilor Candace White Bouchard, Mayor Bouley, Councilor Jennifer Kretovic, Councilor Karen McNamara, and Councilor Erle Pierce were present. Councilor Grady Sexton was excused.

2. Approval of Meeting Minutes.

Councilor Pierce moved approval of the November 15, 2022 draft meeting minutes. The motion was duly seconded, by Councilor McNamara, and passed with no dissenting votes.

3. Committee Chair Councilor Bouchard indicated that City Solicitor Jim Kennedy would provide committee members with an update on additional minor changes to the ethics Ordinance. She further stated that after review of the additional proposed changes to the ethics ordinance, she would like the committee to discuss the potential implementation of a financial disclosure form for use by City of Concord elected officials.

4. Review of proposed changes to the Ethics Ordinance.

City Solicitor Jim Kennedy provided committee members with a detailed overview of proposed changes as outlined on the most recent draft of the ethics ordinance. Solicitor Kennedy stated that if the committee approved of the changes he would submit a revised ordinance for inclusion within the February City Council agenda. Copy of the draft ordinance on file at the City Clerk's Office.

Jeff Lewis, Ward Eight Moderator, spoke in support of the proposed change to the definition of elected official, specifically the removal of ward officials from the definition. A copy of an email Mr. Lewis's sent to the City Clerk expressing his

concerns about the proposed amendments to the ethics ordinance is on file at the City Clerk's Office.

Following brief committee discussion regarding the proposed changes to the ethics ordinance, committee consensus was to have the City Solicitor submit the document to City Council within the February 13, 2023 Council agenda for their consideration.

5. Review of Financial Disclosure Forms

Committee Chair Councilor Bouchard indicated she would like the committee to draft a financial disclosure form to be submitted to the full Council for their consideration and approval. She stated she envisioned a form that elected officials could complete thereby providing the public with specific information regarding elected officials' financial interests in order to yield greater transparency in government.

Committee members discussed the State of New Hampshire form as well as the City of Manchester's current financial disclosure form indicating that they liked portions of both documents. Copies of both forms are on file in the City Clerk's Office.

Committee members indicated they would like to have a purpose statement on the form.

Committee members discussed whether or not the form should be completed by elected officials only and/or elected officials as well as members of municipal boards & commissions. Committee members further discussed that perhaps the form could initially be voluntary.

Councilor Bouchard asked City Clerk Janice Bonenfant if copies of the completed forms could be put on the City Council web page so that they were available for the public to view if the form was approved by the full City Council. City Clerk Bonenfant indicated that the forms could easily be available on the web if Council wished them to be.

Following brief discussion, Councilor Kretovic asked City Solicitor Jim Kennedy if he would be willing to draft a financial disclosure form for the committee to consider at their next meeting. Mr. Kennedy indicated he would work on a draft form for the Committee's consideration further stating he would let Councilor Bouchard know when the draft was complete.

6. Scheduling of next meeting, if necessary.

Committee Chair Councilor Bouchard indicated she would be in touch with committee members to schedule an additional meeting after the City Solicitor had

drafted a financial disclosure form for committee members' consideration.

7. There being no further business to discuss, Councilor Kretovic moved to adjourn the meeting at 6:11 p.m. The motion was duly seconded and passed with no dissenting votes.

*A true copy: I attest:*

*Janice Bonenfant  
City Clerk*