



LEONARD B. KATZMAN
– member –
Portsmouth Town Council



April 25, 2019

Town Clerk – *Via: email*

Dear Clerk West: Please place on the agenda for the 13 May 2019 meeting the following item for discussion and action:

Agenda Item: Setting the appropriate quorum for the West Side Development Advisory Committee

Backup information:

- At the April 8, 2019, Town Council meeting, the following motion passed as reflected in the approved minutes: “Motion to move the following amendment to increase the membership from 7 to 11 so that a quorum would be 6 made by Mr. Kelly, seconded by Mr. Hamilton. Motion passed 4-3.”
- At the April 22, 2019, Town Council meeting, I made a motion to amend the WSDAC Bylaws to set the membership number to 9. While that motion passed unanimously, it was an oversight on my part not to address the related quorum number.
- In the most recent published version of the WSDAC Bylaws, Article VI Section 4 states that the quorum, “shall be at least four (4) of the voting members.” To reflect the changes from the April 8 meeting, Article VI Section 4 would now state that a quorum, “shall be at least six (6) of the voting members.”
- It does not make sense for the committee to have a quorum requirement of 2/3rds of its membership. I plan to make a motion to amend Article VI Section 4 of the WSDAC Bylaws so that the quorum for the committee will be a majority of its voting members.

Thank you for placing this on the meeting agenda.

Very truly yours,
Leonard Katzman