

Memorandum

To: Portsmouth Town Council

From: Linda Ujifusa

Date: 12/8/2020

Re: Portsmouth town state legislative priorities procedures and timetable

I am writing to propose that the Portsmouth Town Council adopt procedures for determining state legislative priorities that can make the town-state legislators' partnership more effective and increase the possibility that the town might affect state legislation and policies. The town council is currently scheduled to have a special joint meeting with our state legislators and the Portsmouth School Committee (PSC) on January 25, 2021.

According to the Chair of the PSC, the PSC will have solicited input from staff and determined PSC priorities prior to the January 25 meeting. In addition, PSC is planning to send PSC priorities to our state legislators in advance of that meeting and have a follow-up meeting with state legislators by March 2021. I've modeled my recommendations for the Town Council on these prudent School Committee procedures and believe they also serve the purpose of increasing public openness and transparency of town council decision-making.

While I am not presenting substantive legislative priorities for consideration at this time, I believe they should align with priorities identified as Town Administrator priorities at our August 24, 2020 town council meeting. See here

<https://www.portsmouthri.com/AgendaCenter/ViewFile/Item/6902?fileID=9930>.

PROPOSED PROCEDURES/TIMETABLE

1. Town Administrator survey staff and present recommendations as backup for the January 11, 2021 town council meeting (i.e., due to the town clerk by noon on January 5, 2021).
2. Town Council members submit individual recommendations as backup for the January 11, 2021, town council meeting (i.e., due to the town clerk by noon on January 5, 2021).
3. Town Council discuss and choose TC Final Priorities at the January 11, 2021, town council meeting.
4. Send TC Final Priorities to Portsmouth state legislators by January 15, 2021.
5. Include priorities as backup to January 25 town council meeting agenda.
6. Discuss TC and PSC Priorities with state legislators at joint meeting January 25, 2021.
7. Schedule update report from state legislators on March 22, 2021, or sooner.