

TOWN OF NEWMARKET, NEW HAMPSHIRE

BY THE NEWMARKET TOWN COUNCIL

ORDINANCE NO. 1 – 2021/2022

**AN ORDINANCE AMENDING CHAPTER 1 OF THE CODE OF THE TOWN OF
NEWMARKET, NH; CLARIFY THE AUTHORITY OF THE TOWN MANAGER**

THE TOWN OF NEWMARKET ORDAINS:

1. Purpose

The purpose of this ordinance is to clarify the town code to allow the Town Manager to create rules and policies for the conduct of departments.

2. Amendment

[New Language is in Bold. Language Removed is Struck Out]

a) ADMINISTRATIVE ORGANIZATION

i) **Administrative Head of the Town**

(1) The Town Manager shall be the administrative head of the Town and shall perform all the duties and have all the responsibilities prescribed by the Town Charter. The Town Manager shall be appointed in accordance with the provisions of the Newmarket Town Charter.

(2) The Town Manager shall supervise the heads of all departments established by this code, and shall have the power to suspend and discipline, and to perform or delegate the duties and responsibilities of such department heads.

(3) The Town Manager may prescribe such rules and regulations not inconsistent with the Town Charter and Town ordinances as he/she may deem necessary for the conduct of the various departments, and he/she may investigate and inquire into the affairs of any department at any time.

ii) **Definition of Department**

(1) A department is a functional subdivision of the town government for which specific goals and tasks may be defined. Departments may be operational or budgetary. Operational Departments are departments for which the head of the department reports directly to the Town Manager, or a single purpose elected board. A budgetary department is an entity defined by the annual budget.

3. Takes Effect

This ordinance shall take effect fourteen (14) days after passage and publication of notice as required by RSA 47:18

First Reading *June 1, 2022*

Second Reading/Public Hearing *June 15, 2022*

Final Action by Council *June 15, 2022*

VOTING RECORD			
Date of Vote:	YES	NO	ABSTAIN
Councilor Katanna Conley			
Councilor Brian Ward			
Councilor Scott Blackstone			
Councilor Megan Brabec			
Councilor Jonathan Kiper			
Vice Chair Helen Sanders			
Chair Toni Weinstein			
Total Votes:			
Ordinance: Does Does Not pass.			

Approved: _____
Toni Weinstein, Chair Newmarket Council

A True Copy Attest: _____
Terri Littlefield, Town Clerk