

Town of Portsmouth

2200 East Main Road / Portsmouth RI 02871



Jennifer M. West, CMC
Town Clerk

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March 4, 2025

The Honorable Evan P. Shanley, Chair
House Committee on State Government & Elections

RE: In support of House Bill 5451 - An Act Relating to Public Records – Public Records
Administration

Dear Chair Shanley,

I write this letter in support of House Bill 5451, legislation that will modernize the laws outlining appropriate care of government records, and the duties and responsibilities of the Public Records Administration and its role in supporting agencies in public records management.

This legislation will improve the process for creating and updating records retention schedules based on their legal, historical, and fiscal value. Streamlining this process will improve the experience of all state and local agencies and assist the Public Records Administration in offering up-to-date records management guidelines and advice.

I urge this committee to support House Bill 5451, as we believe this legislation will support records management throughout the State and keep government information accessible and transparent to the public.

Thank you for your consideration.

Sincerely,

Jennifer M. West, CMC
Portsmouth Town Clerk

cc: The Honorable Members of the House Committee on State Government & Elections
The Honorable Earl Read