

Charter Commission Meeting Minutes
Aldermanic Chambers, City Hall Cafeteria
November 23, 2015
6:00PM

Present: City Clerk David Olson, Associate City Solicitor Ouida Young, Bryan Barash, Jane Frantz, Howard Haywood, Rhanna Kidwell, Joshua Krintzman, Anne Larner, Brooke Lipsitt, Karen Manning, Christopher Steele

Agenda Items

#1: Swearing in of Commissioners Elect

City Clerk David Olson conducted the swearing in of the commissioners in the Aldermanic Chambers. The meeting continued in the City Hall cafeteria which was set up to accommodate the Commission, David Olson, Ouida Young, and residents in attendance.

#2: Election of Chair, Vice-Chair and Clerk

Anne Larner asked for clarification of the Clerk's role. Commissioners expressed concern that taking minutes would significantly impede the Clerk's ability to contribute to discussions. David Olson said that several options were available to address the concern and the Commission could make a decision on this issue at a later date.

David suggested that the nominations for Chair, Vice Chair, and Clerk follow the procedure used by the Board of Aldermen: candidates are nominated and seconded. If more than one candidate is nominated, then a roll call takes place. All commissioners agreed to this procedure.

Brooke Lipsitt nominated Rhanna Kidwell to be Chair and Karen Manning seconded the nomination. Bryan Barash nominated Joshua Krintzman and Howard Haywood seconded the nomination. Both candidates made statements. A roll call vote was taken and Josh Krintzman was elected (5-4: Barash, Frantz, Haywood, Krintzman, Steele voting for Krintzman; Larner, Lipsitt, Kidwell, Manning voting for Kidwell). Brooke Lipsitt made a motion that the Chair be elected by acclamation (*who seconded the motion?*). The motion was accepted (9-0).

Josh Krintzman nominated Rhanna Kidwell for Vice Chair. Brooke Lipsitt seconded the nomination. Rhanna Kidwell was elected Vice Chair (9-0).

Howard Haywood nominated Karen Manning to be Clerk. Karen asked if it was possible to have Co-clerks. Ouida said nothing in the law (GLM 43) prohibits Co-clerks. She also said that minutes did not need to be detailed because each meeting will be taped and an audio posted on the city website. Brookeeeeeee made a motion that Jane Frantz be nominated clerk with. Karen Manning and Josh seconded the nomination. Karen and Jane were elected to be Co-clerks (9-0).

#3: Setting of date for the Commission's first Public Hearing

The Commission decided to hold the first public hearing (pursuant of GLM 43, Section 9 (a)) on Thursday, December 17th at 7:00PM in the Aldermanic Chambers. David explained that a legal notice must be printed in a local newspaper at least 10 days before the public hearing. It will also be posted on the city website, and posted on the bulletin board outside the City Clerk's office

Action item: The Co-clerks will submit a legal notice to the Newton Tab for the Dec. 17th public hearing in the Newton Tab by Wednesday, November 25th.

Action Item: Chris Steele will contact Joe Mulvey in the IT department about setting up a website for the Charter Commission.

#4: Setting of date, time and location for future meetings.

David Olson informed the Commission that Room 211 (formerly Room 222) had been set aside for Charter Commission meetings. Regular meetings will take place on the second and fourth Wednesday after the first Monday of the month. Several commissioners suggested that there be two working meetings before the public hearing. The Commission agreed to meet on December 9th at 7:45 in the City Hall cafeteria and December 16th at 7:00 in Room 211.

The agenda must be posted on the city website and on the bulletin board

outside the City Clerk's office 48 hours before each meeting.

Discussion

Funding

Ouida Young noted that the Mayor has asked the Finance Committee to approve \$7500 to fund the Charter Commission. She added that the Commission might want to consider people or other entities to assist the Commission in its work. For the time being, the law department will take care of procuring services until such time as funding is approved.

Ouida said that the Collins Center will be a source of information for the work of the Charter Commission. Rhanna said that she would contact the Collins Center and members of the Everett Charter Commission.

Agenda for December 9th

The Commission discussed possible items for the December 9th agenda. Josh will send a draft of an agenda to members for approval and/or suggestions.

Adjournment

A motion was made (Krintzman), seconded (Lipsitt) and accepted to adjourn the meeting so that David Olson and Ouida Young could provide the Commission with information about the Open Meeting Law and the use of city email.

Next Meeting

December 9th

City Hall Cafeteria

7:45PM