

CHARTER REVIEW COMMITTEE
MINUTES
May 28, 2020

Webex Conferencing System

5:30 p.m.

It was the consensus of the committee members for Councilor Otis Wheeler to lead the meeting.

CALL TO ORDER Councilor Otis Wheeler called the meeting to order at 5:40 p.m.

PRESENT Councilor Shelia Gilmour, Councilor Christine Forgey, Council Vice President Wheeler, Erin Donnally Drake, John Lunt, David Singer and Allen Woods.

ABSENT None

ALSO PRESENT City Clerk Kathryn J Scott and Intern from the Mayor's Office Christian LaPlante.

CHAIR STATEMENT: This meeting is being recorded by the Charter Review Committee. If any other persons present were doing the same they must notify the chairperson at this time.

ACCEPTANCE OF MINUTES: None.

PUBLIC HEARINGS: None.

MOTION: On a motion by Councilor Wheeler, second by Committee Member Lunt, it was unanimously,

VOTED: TO NOMINATE DAVID SINGER AS CHAIRPERSON.

Chairperson Singer accepted Councilor Wheeler's offer to continue to Chair the meeting.

MOTION: On a motion by Committee Member Lunt, second by Councilor Forgey, it was unanimously,

VOTED: TO NOMINATE OTIS WHEELER AS VICE CHAIRPERSON.

Chairperson Singer presented his rationale as to what the committee's role and how to proceed. He noted that the committee's process would be mainly a legal process as well as a political process. He suggested the committee members research Greenfield's Home Rule Charter and M.G.L.C 43B which would outline the process of Charter changes. Other discussion included:

- Council vote required for Charter amendments.
- Affects to the Clerk's office if rank choice voting was adopted.
- How did previous Charter Review Committees notify department heads for input on proposed amendments and changes.
- Suggestion was made that the Charter Review Committee and the Appointment & Ordinance Committee discuss policies and procedures that could be followed by both committees.
- It would be beneficial to have several public hearings to allow public input.

- A press release from the Mayor's Office would be produced to notify the public of the charter review process.
- An email address for the Charter Review Committee would be established for the public to submit questions or suggestions.
- It would be beneficial to discuss sections of the charter at each meeting.

MOTION: On a motion by Councilor Forgey, second by Councilor Wheeler, it was,
MOVED: TO ORGANIZE AROUND THE CHAIRPERSON WHO WILL SET THE
AGENDA

DISCUSSION: Chairperson Singer did not feel that he should be solely responsible to set the agenda. Clarification was requested in regards to the extent of the public's participation.

Councilor Forgey withdrew her motion; Councilor Wheeler withdrew his second, respectively.

The Committee members agreed to schedule meetings on the 4th Tuesday of the each month.

Next meeting: Tuesday, June 23 2020, at 5:30 pm, via Webex Conferencing System. The committee members would read and review Articles 2 & 3 for the next meeting.

ADJOURNMENT: On a motion by Councilor Forgey, second by Councilor Gilmour, it was
unanimously

VOTED: TO ADJOURN THE MEETING AT 6:43 P.M.