



# Charter Change Committee Meeting **\*\*Remote via Zoom\*\*** **Monday, February 13th @ 7:00PM** **2/13/2023**

## **CHARTER CHANGE COMMITTEE**

**Monday, February 13, 2023**

**Via Zoom (Remote)**

## **DRAFT MINUTES**

**Members Present:** Councilor Bergman (Chair), Councilor Carpenter, Councilor Traverse

**Staff Present:** Kim Sturtevant (Acting City Attorney)

**Others in Attendance:** Sharon Bushor

Meeting called to order at 7:00 PM.

### **1.0 Agenda**

#### **1.01 Motion to amend agenda**

*Motion by Councilor Carpenter, Seconded by Councilor Traverse*

*Final Resolution: Motion Passes*

*Yes: Unanimous*

### **2.0 Adopt Minutes from 01/19/2023**

*Motion to Adopt Minutes from 01/19/2023 without changes.*

*Motion by Councilor Carpenter, Seconded by Councilor Traverse*

*Final Resolution: Motion Passes*

*Yes: Unanimous.*

### **3.0 Public Forum**

Sharon Bushor: I would like to focus on City Council Rule 15, particularly parts D and E. Part D is concerned with the time of the public forum. I appreciate that Council meetings are earlier so that councilors are less tired. That said, I think 6 PM is too early. The public has to juggle work, family, etc. I think that public forum should have a shorter window to begin so that the public can weigh in without sitting around. I think 7-7:30PM would be the best window. I think councilor reflections are sometimes used to comment on public forum speakers. I don't want people to be targeted or labelled as problematic. Thank you.



## **Charter Change Committee Meeting \*\*Remote via Zoom\*\* Monday, February 13th @ 7:00PM 2/13/2023**

### **4.01 City Council Rules**

Bergman: I would to start going through the rules, but I think we may need another meeting to completely go through them.

Carpenter: I think if we find a particular rule that's got questions we can talk about it in another meeting.

Bergman: Okay, then let's go to number 1. I think this is pretty straightforward and we are flexible in our scheduling.

Traverse: The term 'body' is not used elsewhere and I think we need to be clear on how many councilors are needed.

Bergman: It seems to me that if there was a resignation between Town Meeting Day and April that that would be different from a councilor being absent when considering what a full council is.

Carpenter: If one person resigns, the full council would be 11 then, I think.

Bergman: But the council is composed of 12 officers.

Traverse: If the president has not designated another councilor and is absent, then what is the process?

Carpenter: If a position is vacated between the election and April, then we would still need to select a president.

Bergman: But the majority changes from 7 to 6 if a councilor has resigned. It seems like it should be the full body of 11 councilors.

Carpenter: That 12th seat won't be filled for a few months anyhow.

Traverse: I agree, but I don't like the term body in this instance.

Attorney Sturtevant: I can look into that before the next meeting.

Bergman: Perhaps focusing on sworn councilors would be the best language for this.

Carpenter: What's 'styled' as president mean?

Bergman: You will call them president. It's an older term, but it's in the charter. Rule 2 is about if the president is absent.

Traverse: A temporary president is elected by a majority of those president.

Bergman: Kim if you could share the document that you are editing that would be helpful. Moving to rule 3, the minutes are on the consent agenda. Rule 4 concerns committee assignments, any comments?

Carpenter: How does changing or adding committees work?

Bergman: The committees have been the same for a long time. The newer ones are Public Safety, TEUC, and REIB. The charter gives the Council the authority to create committees. We would need to amend our rules to add or create committees.

Traverse: I have no further comments on rule 4a.

Bergman: I have an issue with the last sentence of the first paragraph. I don't think committees should have to go to Council to receive authority on issues related to the committee.

Carpenter: I don't read it like that. I think that the idea is that any assignment to a committee from the Council must be



## **Charter Change Committee Meeting \*\*Remote via Zoom\*\* Monday, February 13th @ 7:00PM 2/13/2023**

addressed by the committee before the Council can move on it again.

Bergman: For this next part. I don't like that the full Council can muck into committee business. I think we need to delete this section.

Carpenter: I believe this section is more about informing the Council of what the committee is working on. We should be telling them what we think we will be working on and any updates that we might have. I would more in favor of a verbal update every month or so from each committee on what they are each working on.

Traverse: If I were to suggest an edit, I would think that if the Council requests a report from a committee that the chair could give one verbally or in writing. I don't have strong feelings one way or another.

Bergman: Moving to Rule 4(b). This wants committees to present written reports. No way. We do too much work as is and the minutes should be sufficient.

Carpenter: I agree. This should probably just be verbal rather than written.

Bergman: Our work shows through our resolutions and other products. These are the real products. Let's go back to the previous rule. I believe the committees should be able to assign City employees tasks without having to go to the full council.

Carpenter: I think something that requires significant employee time then we should go to the entire Council for endorsement.

Bergman: This does not define what a significant assignment is. I think we might just disagree on this issue. I don't think individual councilors should be able to assign tasks, but committees are different. This would slow down the process.

Carpenter: I don't think a committee should be able to demand a large enough workload to require additional staffing by themselves. Two councilors should not be able to set priorities of departments by themselves.

Bergman: The clause following this allows the executive branch to run city policy.

Carpenter: But the departments bring their requests to the council anyhow.

Traverse: I don't think individual councilors or committees cannot assign work to departments. The Council has to vote on something and the Mayor has to sign off to assign work. I don't think we should have any limits on what we can request, but we cannot assign work without the full Council.

Carpenter: If a department says a request is a significant amount of work, we should have to go to the full Council to assign projects to departments.

Traverse: If a department deems a request to be overly burdensome, the requesting councilor or committee can bring the item to the full Council to assign it to a department.

Bergman: This is good discussion. I would like to keep to our 8:30 end time.

Attorney Sturtevant: I believe Sharon Bushor raised her hand.

Sharon Bushor: I sent some information to Kim about a time when a councilor resigned and it made a mess. We had some work on how we figured out the issue around electing a Council president and the details are in the email.

Bergman: Looks like February the 27th at 7:00PM works best for everyone for a special meeting.



**Charter Change Committee Meeting \*\*Remote via Zoom\*\*  
Monday, February 13th @ 7:00PM  
2/13/2023**

**5.0 Adjournment**

*Motion to Adjourn.*

*Motion by Councilor Traverse, Seconded by Councilor Carpenter.*

*Final Resolution: Motion Passes*

*Yes: Unanimous*

The meeting was adjourned at 8:39 PM.