



CITY COUNCIL

MEMORIAL BUILDING – ROOM 113
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GEORGE P. KING, JR., CHAIR | ADAM C. STEINER, VICE CHAIR
TRACEY BRYANT | MICHAEL P. CANNON | ROBERT D. CASE
JANET LEOMBRUNO | CHRISTINE A. LONG | PHILIP R. OTTAVIANI, JR.
MARGARETH BASILIO SHEPARD | JOHN A. STEFANINI
CESAR G. STEWART-MORALES

MINUTES: JANUARY 21, 2020
BLUMER COMMUNITY ROOM
7:15 PM

APPROVED: FEBRUARY 25, 2020

Present: George P. King, Jr., Chair
Tracey Bryant
Michael P. Cannon
Robert D. Case
Janet Leombruno
Christine A. Long

Philip R. Ottaviani, Jr.
Margaret Basilio Shepard
John A. Stefanini
Adam C. Steiner, Vice Chair
Cesar Stewart-Morales

Absent: All Members were present.

Staff Present: Thatcher Kezer, Chief Operating Officer; Mary Ellen Kelley, Chief Financial Officer; Jen Pratt, Assistant Chief Financial Officer and Chief Procurement Officer; Dr. Robert Tremblay, Superintendent of Schools; Jeanette Galliardt, Executive Assistant to the City Council.

CALL TO ORDER

At 7:16 PM Chairman King called the meeting to order and read the agenda, noting that the Stormwater presentation was going to be postponed until the next meeting. He added that the discussion on the Perini Building will take place right after the Municipal Finance Tutorial.

At this time, Chairman King explained how the Public Participation section of the meeting will function, its intent to allow residents to address the City Council on any topic. He advised that the Chair can enforce the time limits on a speaker, i.e., if there was more than 5 people at 3 minutes, the total 15-minute Public Participation allotment would be divided into shorter times for each speaker.

PUBLIC PARTICIPATION

Mr. Paul Schoener spoke briefly about the accessibility of a property record card via home computer, and that those available are for FY19. He suggested that the FY20 cards should be available at the same time the tax bills are generated. Otherwise, the only way to get FY20 data is to visit the Assessors' Office. Chairman King asked the Chief Financial Officer to look into it.

PUBLIC HEARINGS/DISCUSSIONS

Update from Strategic Initiatives and Financial Oversight Committee

Document(s) Reviewed: 1.0 SIFOC Public Comment Report

Present: Mary Kate Feeney and James Culhane, City Council appointees to SIFOC.

Ms. Feeney, SIFOC Vice Chair, stated that appointees to the Strategic Initiatives and Financial Oversight Committee (SIFOC) are reporting back to their appointing authority this month. According to the Home Rule Charter, the Mayor is to issue a ten-year strategic plan in 2020 with specific items released to the

public at different times. We decided to work on this first by talking to people in the community, holding public hearings last fall with the idea it would give administration information and a place to start. She briefly reviewed the findings that were presented in her report.

Mr. Culhane noted that the committee needs guidance from various groups so they know what areas they should be considering, adding that multi-year budgeting is of particular interest. What are estimated capital expenses for future years? We don't expect those kinds of budgets to be balanced because each year is unique and unknown, yet that information is important to be included. We can work at providing that kind of information, but we need to know what information is sought. He provided some examples of how expenses can be reflected in debt service, and how that impacts a departmental budget. He stressed the importance of understanding how those relationships work.

Brief discussion followed during which the following was noted:

- Several initiatives have been developed by the Planning Board in reference to economic development and the committee should review those documents.
- Great report
- Activities allow room for collaboration
- Examine long-range debt service with respect to future planning for the community
- Benchmark communities similar to Framingham and look at differences such as sources of revenue that Framingham does not have
- Concern that there was no good way to contact SIFOC outside of going to a meeting.
- How can the public learn about the work the committee is doing?

Ms. Feeney responded that they try to be as transparent as possible, and all meetings are audio recorded. The recordings are uploaded to the website. As for email addresses, they were told it was cost prohibitive. Brief discussion followed.

Municipal Finance Tutorial - Chief Financial Officer

Document(s) Reviewed: 2.0 Finance Overview 1 21 2020; 2 Qtr Revenue report 1-7-2020; FY20 Q2 City crystal report as of 1-8-20; FY20 Q2 School crystal report as of 1-8-20

Present: Mary Ellen Kelley, Chief Financial Officer.

Ms. Kelley noted that the presentation included in the background materials contained additional slides, and those groups can come in at a later date. Her presentation tonight is shorter.

Utilizing a PowerPoint presentation, Ms. Kelley reviewed the basics of municipal finance, noting that the background materials included many more slides with additional information. The purpose of this presentation was to educate councilors how municipal finance works while providing a brief history of revenues, expenditures, capital investment and property tax burden. These materials are also available to the public for their information. At this time she focused on how the operating budget is developed, capital improvement plan, capital inventory, Chapter 70 and other state funding sources, the general fund budget, the percentage of services as part of the overall budget, water and sewer budgets, and how to find Framingham financial data on the City website.

Mr. Stefanini suggested including the specific things that department heads are requesting. Could we have more explanation on the allotments? It was noted that it is hard to understand how departments are doing with their budgets at various points in the year, especially if they seem to be far into their budget with several months left in the fiscal year. He asked that reserves and "rainy day" funds be included in similar reports.

Order 2020-003 -- Upon Request of the Mayor approval of a short-term extension of the lease agreement relative to property at 73 Mt. Wayte Avenue aka Perini Building

Document(s) Reviewed: 4.0 2020-01-17 Perini Building Lease Extension Memo; 4.0 2020-01-17 Perini Building Lease Extension Memo-Final; 4.1 2020-01-16 Extension of Commercial Lease of Office Space-Perini Building

Present: Thatcher Kezer, Chief Operating Officer; Amanda Zuretti, City Solicitor's Office

Mr. Kezer explained that the request is for a 90-day extension to the lease agreement for the office space housing School Administration offices. There is currently a five-year lease agreement that expires on January 31. We have issued an RFP for a new five-year lease, and that process is underway. This short-term extension allows us to bridge the gap between the existing lease and the time when the new one may be executed. The leasing rate during the extension is identical to the rate in the new lease agreement. He clarified that this funding is not a new appropriation so can be voted tonight.

Chairman King noted he had no objection to this extension while the other processes are taking place, adding that the issue with an extension is that the language removes the option of a one-year extension. Why couldn't it be a one-year extension that was allowed in the previous agreement? Discussion followed. Mr. Kezer responded that the end goal was to purchase a building, and exercising the one-year option was problematic to a purchase agreement. It was important to recognize the good faith effort on the part of Perini toward the RFP process and a new five-year agreement. If we need more time to complete that process, we can request it.

Mr. Cannon asked about the environmental restrictions on the property. Ms. Amanda Zuretti, City Solicitor's Office, explained that there is an Activity Use Limitation (AUL) on the property which is the result of an environmental investigation by MassDEP which limits the conditions on the use of the building. The AUL also establishes a protocol should there be renovations to the building or parking lot. The property has been deemed unsuitable for children for a day care center or for any activity that involves digging up soil such as a garden. Breaking up the pavement requires the oversight of a Licensed Site Professional.

Mr. Cannon asked if other properties were considered and about an overall plan. Mr. Kezer responded that the lease extension is to make sure the school staff has a place while the purchase option or five-year lease option are being explored. What's the best way to use that space? It was noted that the Chief Financial Officer did a great job of presenting options at the public forums.

Mr. Stefanini theorized that authorizing a longer period of time such as the one year is the better option, noting that there are still outstanding answers to some questions raised at the forums. We are making a multi-generational decision that is limited in scope. The longer lease may not be accomplished in the three months.

Responding to a question from Mr. Steiner, Mr. Kezer stated that the RFP went out for a five-year lease while the City was also engaging the property owner in conversation about a potential purchase. If we ask for a one year, it may appear that we are not seeking a five-year lease in good faith. If the building should sell to someone else, the school administration staff may not have a place to go. We want to keep our options available while discussions continue, and give the City Council sufficient time to review everything.

Responding to a question from Ms. Bryant, Attorney Zuretti Tracey stated there was only one respondent to the RFP. In October there had not been a request to ask for an extension. The City, through its Mayor, could have requested an extension up until October 31. Once that date has passed, a one-year extension was off the table. The response was instead acceptance of the five-year lease agreement via the RFP. Unless we enter into either the five-year or three-month extension, the City is considered a holdover tenant unless it enters into the three-month extension or a new five-year lease agreement. Brief discussion followed during which it was noted that a representative from the School

Department contacted Perini about the one-year extension; the request did not come from the Mayor's Office. Mr. Kezer reiterated that the one-year extension was not the most advantageous in the negotiations.

At this time, Mr. Ottaviani read from an email he reported was from the Superintendent of Schools on October 30, 2019. He then made a **motion authorizing the Mayor to exercise clause 36 (d) of the City's [Town's] commercial lease with Tutor Perini Corporation for property located at 73 Mt. Wayte Avenue in accordance with Framingham Public Schools memorandum to Perini Management Services Inc. dated October 30, 2019 expressing timely interest in a one-year extension of the existing lease agreement, thereby extending the lease to January 31, 2021; Ms. Bryant seconded. Mr. Stefanini offered a friendly amendment that the City pay the agreed-upon rate of payment for the one-year extension as reflected in the new five-year lease agreement currently being negotiated; Mr. Cannon seconded.** Mr. Geoff Epstein, School Committee, reported that the School Committee voted 9-0 on this issue, adding that the Mayor has not spoken to the School Committee or the School Department. If the three-month extension is in place, it guarantees that the School Department has nowhere to go if it takes longer. The one-year extension was preferable as we were concerned about what we could work everything out in a year's time.

Chairman King pointed out that the Council also needs to authorize that they are allowed to pay the market rate which could be a friendly amendment. Mr. Steiner indicated he was not satisfied with explanations, but stated it was also not in the best interests of the City to authorize the extension as requested. Discussion followed. Chairman King added that the critical thing is to pay the increased rent.

Directing her question to Mr. Ottaviani, Attorney Zuretti asked if there was any response to the email he shared, and whether the City Solicitor's office was copied on it. It was clarified that it was a copy of the memorandum that Mr. Ottaviani received via email. Mr. Kezer reported that this correspondence involving the one-year extension nearly blew up all the negotiations on the building. Through all of it, the Mayor thought the short-term extension was the better option. It is important to maintain the relationship we have with the property owner. Brief discussion followed.

VOTE on the motion authorizing the Mayor to exercise the clause and, further, to authorize the School Department to pay at the higher market rate. Brief discussion followed. Attorney Zuretti clarified that the three-month lease extension is within this fiscal year and no appropriations are required. A one-year extension covers two fiscal years and requires two votes. As there was no response from the owners of the Perini Building to accept the one-year extension, the City becomes a holdover tenant as of January 31. Discussion followed on the RFP and the proposed five-year lease which will come to the Council at the February 4 meeting. It requires a two-thirds vote, and allows enough time to review the agreement. At this time, **Mr. Cannon made a motion to invite the Mayor to speak to the conversations taken place and what her plan is.** This motion can be addressed after the ones already on the table. Mr. Steiner expressed concern for the Council inserting itself into the middle of a negotiation and go into February 1 without a signed lease. Ms. Shepard noted that she did not feel qualified to vote, adding that the Council Chair could be part of the conversation as more details need to be shared. Ms. Leombruno seconded Mr. Cannon's motion. No further discussion. **VOTE: 5-5-1 (Bryant, oppose; Cannon, aye; Case, oppose; King, aye; Leombruno, aye; Long, oppose; Ottaviani, aye; Shepard, abstain; Stefanini, aye; Steiner, oppose; Stewart-Morales, oppose).** Motion failed.

At this time, Mr. Stefanini made a motion that the City Council take no action on a proposed three-month extension; Mr. Cannon seconded. No discussion. **VOTE: 9-1-1 (Case opposed; Steiner abstained).** Motion carried.

Mr. Cannon made a motion to invite the Mayor to discuss the process with the Council; Mr. Stefanini seconded. No discussion. **VOTE: 11-0-0.**

Discussion followed. Chairman King emphasized that the City Council has an important role in these process as it requires a two-thirds vote to move forward with a lease. Attorney Zuretti responded that, as of January 31, there is no leasehold on the Perini building nor is there an extension. It was noted that the School Department exercised the option in October, and if the higher rate is agreed upon, it should solidify the lease. Ms. Zuretti responded that the City Solicitor's Office will advocate on the City's behalf. Responding to a question from the Council, she explained that, because the City is beyond the limits of the current lease, there would need to be an authorization to spend the money without a lease in place.

At 8:37 PM Chairman King suspended the meeting for a short recess and reconvened at 8:41 PM.

At this time, Mr. Case made a motion to reconsider Mr. Ottaviani's motion for a one-year lease; Ms. Bryant seconded. Mr. Case was on the prevailing side of that vote so can present the motion to reconsider. It was noted that it would allow time to get a legal opinion on whether the process was exercised in a timely fashion. Mr. Case emphasized that the end of January results in no lease, and we need to take action of some kind. The School Department will be in limbo. The motion was reread for the benefit of Council members including the amendment by Mr. Stefanini: **motion authorizing the Mayor to exercise clause 36 (d) of the City's [Town's] commercial lease with Tutor Perini Corporation for property located at 73 Mt. Wayte Avenue in accordance with Framingham Public Schools memorandum to Perini Management Services Inc. dated October 30, 2019 expressing timely interest in a one-year extension of the existing lease agreement, thereby extending the lease to January 31, 2021, and further, to pay the agreed-upon rate of payment for the one-year extension as reflected in the new five-year lease agreement currently being negotiated. Discussion followed during which it was noted that it requires a two-thirds vote to reconsider. VOTE: 11-0-0. Motion to reconsider carried.**

It was noted that the Board of Selectmen were the authorized signers on the original lease which was then voted and ratified at Town Meeting. The five-year lease agreement has been finalized and will be coming to the Council shortly.

Mr. Stefanini made a motion to move the question; Ms. Bryant seconded. No discussion. VOTE: 7-4-0 (Bryant, oppose; Cannon, aye; Case, oppose; King, aye; Leombruno, aye; Long, aye; Ottaviani, aye; Shepard, oppose; Stefanini, aye; Steiner, aye; Stewart-Morales, aye).

Responding to a question from Mr. Steiner, Ms. Zuretti stated that she could not say whether the October email from Mr. Lynch requesting the extension was binding as the City Solicitor's Office was not copied on that email, nor did it receive a copy otherwise.

VOTE on reconsidered question: 11-0-0.

Stormwater Presentation - Department of Public Works

Document(s) Reviewed: Framingham Stormwater overview for new City Council (Jan 21, 2020)

The Stormwater presentation will be given to the Council at a later date.

Order 2020-004 -- Upon Request of the Mayor and Chief Financial Officer an appropriation of \$300,000 of affordable housing funds to be referred to the Finance Subcommittee for review and report to the City Council

Document(s) Reviewed: 5.0 Mayor cover letter affordable housing; 5.1 Affordable Housing Funds to FHA; 5.2 Appropriation of Affordable Housing funds for design of additional units at Framingham Housing Authority

Mr. Stefanini made a motion to refer the request for appropriation of \$300,000 in affordable housing funds to the Finance Subcommittee for review and recommendation to the Council; Ms. Leombruno seconded. No discussion. VOTE: 11-0-0.

Order 2020-005 -- Upon Request of the Mayor and Chief Financial Officer an appropriation of \$15,000 of Uber/Lyft Rideshare funds for construction of a new bus shelter to be referred to the Finance Subcommittee for review and a report to the City Council

Document(s) Reviewed: 6.0 Mayor cover letter Rideshare funds; 6.1 Rideshare Appropriation for bus shelter; 6.2 Order for appropriation of Uber-Lyft money

Mr. Stefanini made a motion to refer an appropriation of \$15,000 of Uber/Lyft Rideshare funds for construction of a new bus shelter to the Finance Subcommittee for review and a recommendation to the Council; Mr. Cannon seconded. No discussion. VOTE: 11-0-0.

Order 2020-006 -- Upon Request of the Mayor and Chief Financial Officer to rescind \$42.6M of capital authorizations to be referred to the Finance Subcommittee for review and a report to the City Council

Document(s) Reviewed: 7.1 Mayor cover letter capital authorization rescindments; 7.0 Capital authorization rescissions; 7.2 City Council Order capital rescindments

Mr. Stefanini made a motion to refer the rescission of \$42.6 million in capital authorizations to the Finance Subcommittee for review and a recommendation to the Council; Mr. Cannon seconded. No discussion. VOTE: 11-0-0.

Order 2020-007 -- Upon Request of the Mayor that the Report of the Mayor's Bylaw Review Committee on Zoning Bylaws be referred to the Ordinance and Rules Subcommittee for review and report to the City Council

Document(s) Reviewed: 8.0 2020-01-17 Zoning Bylaws Cover Memorandum; 8.1 Zoning Ordinances CS redline (600-385); 8.2 Redlined Zoning Appendices

Ms. Leombruno made a motion that the Report of the Mayor's Bylaw Review Committee on Zoning Bylaws be referred to the Ordinance and Rules Subcommittee for review and report to the City Council; Mr. Stefanini seconded. No discussion. VOTE: 11-0-0

Order 2020-008 -- Upon Request of the Mayor that candidates for appointment to the Board of Health, Board of License Commissioners, Historic District Commission, Human Relations Commission be referred to the Appointments Subcommittee for review and report to the City Council

Document(s) Reviewed: Applications package – 4; 01.16.20 - CC Memo

Mr. Cannon made a motion that the Mayor's candidates for appointment to the Board of Health, Board of License Commissioners, Historic District Commission, and Human Relations Commission be referred to the Appointments Subcommittee for review and recommendation to the City Council; Mr. Stefanini seconded. No discussion. VOTE: 11-0-0

Order 2020-008-001 – Upon Request of the Mayor that members of the Zoning Board of Appeals as candidates for appointment to the Sign Appeals Board be referred to the Appointments Subcommittee for review and report to the City Council

Document(s) Reviewed:

1.16.20 Mayor Memo to CC re Sign Review Board Appointments

Mr. Kezer, Chief Operating Officer, indicated there is some urgency in getting processing these appointments. The ruling at this time is that ZBA members are appointed to the Sign Appeals Board. Mr. Ottaviani explained that the Board of Selectmen used to appoint ZBA members to the Sign Review Board, and later the Chair of the Zoning Board of Appeals designated the alternate members to serve on that board. Brief discussion followed.

Mr. Ottaviani made a motion that the Council waive the Rules of the City Council and not refer this matter to the Appointments Subcommittee; Mr. Cannon seconded. No discussion. VOTE: 10-1-0 (Bryant oppose).

Mr. Ottaviani made a motion to appoint Rick McKenna, Heather O'Donnell, and Lap Yan, all Associate Members of the Zoning Board of Appeals, to the Sign Appeals Board, each for a term expiring on June 30, 2020; Ms. Leombruno seconded. It was clarified that this is an additional position within the ZBA. No further discussion. VOTE: 11-0-0.

Continued review of City Council meeting dates - March 3 (Presidential Primary Election)

Document(s) Reviewed: 11.0 Memo on January-June 2020 City Council dates; 11.1 Calendar for Year 2020 - working copy

Chairman King pointed out that March 3 is the Presidential Primary Election and suggested the Council consider Wednesday, March 4 for its meeting. Brief discussion followed.

Chairman King made a motion to change the March 3 City Council meeting to Wednesday, March 4; Mr. Ottaviani seconded. No discussion. VOTE: 11-0-0.

REPORT OF THE MAYOR

Present: Thatcher Kezer, Chief Operating Officer.

Mr. Kezer briefly reported on the following (emailed to the Council earlier in the day):

The Marijuana Advisory Team (MAT) Status

The application for Marijuana cultivation at 296 Irving Street is still pending before the MAT team, which is working with the applicant for additional documentation. All other Host Community Agreements have been completed.

The latest Quarterly Report can be found at: [regulation <https://www.framinghamma.gov/marijuana-regulation>](https://www.framinghamma.gov/marijuana-regulation)

General Chemical Site Cleanup

Lead staff from the Northeast Regional Office of the Massachusetts Department of Environmental Protection (DEP) met with staff representatives of the City of Framingham and the Town of Sherborn on January 8th, to give an update on the status of remediation at the General Chemical Site on Leland Street. General Chemical Company (GCC) had been operating a facility at the location until 2012, leaving behind contaminants that require remediation.

MassDEP has received \$400,000 from the MassDEP general bond fund as additional resources for remediation in addition to the initial \$1.8 million received from a GCC escrow account. With this funding, MassDEP is planning on moving forward this spring with a contractor that will be able to address about 40% of the site. Actual on-site work is expected mid-May to late August 2020 with some pre-operation construction work to begin in early March.

MassDEP is scheduled to host a community meeting on Thursday, February 6, from 7:00-9:00pm to be held at the Woodrow Wilson Elementary School to present the draft Immediate Response Action Plan.

Scott Ellinwood Appointed to SIFOC

Mayor Spicer has announced that Scott Ellinwood is the new appointee to the Strategic Initiatives and Financial Oversight Committee (SIFOC) to replace Robert Case, who was elected to the City Council and is prohibited from holding both positions under the Charter. Mr. Ellinwood will hold the "Expertise in Finance" position identified by the Charter.

Since Robert Case was also the Chair of SIFOC, Michael G. Gatlin, JD, current member of the SIFOC has been appointed by the Mayor as the new Chair.

Upcoming Filings with City Council

Following are a number of pending matters that will be coming to the City Council. More detailed information will be provided when these matters are filed with the Council.

Framingham Municipal Separated Storm Sewer System (MS4) Utility

Framingham, like many similar sized municipalities, is now required to be compliant with the United States Environmental Protection Agency (EPA) Municipal Separated Storm Sewer System (MS4) requirements. Municipal stormwater systems are a main source of polluted stormwater runoff that flows, untreated, into local water bodies. As part of this requirement, Framingham has developed a stormwater management plan (SWMP) that describes the stormwater control practices that will be implemented in order to meet National Pollutant Discharge Elimination System (NPDES) standards.

The proposed stormwater ordinance includes two fundamental components. One will address the City's requirement to be compliant with the 2018 National Pollutant Discharge Elimination System (NPDES) permit. The other component will authorize the City to create a stormwater enterprise. The proposed stormwater ordinance is being revised by DPW and Legal staff and is expected to be filed in the next two Council meetings.

Appointment of Division Heads

The Mayor will be submitting to the Council reappointments of Division Heads as required under Article III, section 3.a). The Division Heads all have differing expiration dates on the previous appointments with nearly all having expired, a submittal of reappointments will be submitted for an upcoming Council meeting.

Planning and Economic Development Reorganization

Kevin Shea, Director of Planning and Economic Development, is reviewing the previously drafted reorganization plans and consultant report. Once he has had sufficient time to make his own assessment, a final reorganization plan will be drafted and submitted to the Council for its review and approval. The timeline of submitting the reorganization plan has not yet been determined but will be within the next few months.

EDIC Strategic Plan and Recommendation

Another item pending under the Economic Development realm is an update of the Framingham Economic Development & Industrial Corporation (EDIC) Strategic Plan. A draft report and recommendation for the EDIC role going forward by the Barrett Planning Group is expected soon. The EDIC will be coming back to the Council with potential new legislation representing an updated strategic direction.

Demolition Delay Ordinance

The Historical Commission has voted to make updates to the Demolition Delay Ordinance (Bylaw), which were held until the new Council was in session. The updated Ordinance will be submitted for the February 4, City Council meeting.

Comments from the Council included:

- Concern was expressed about the timing of the presentation of the Perini Building as there was no time to process all the information.
- Concern was expressed about the recent double homicide and no information coming to the Council in order to respond to constituents. Mr. Kezer responded that homicides are handled

by the District Attorney's Office, not the City. The statement issued was from the DA's Office and the Police Chief. Overall, allowing police to do their jobs is more important than sharing information. The department did an outstanding job responding to the situation and making an arrest. It was suggested that a generic communication could state that "the Mayor is aware of the situation but cannot comment at this time".

- Non-profits receiving sanitation services and trash pickup; does that remain in effect if properties are sold. Residents receiving services for trash collection should pay for them, and must have an agreement or contract in place if in a building of more than four (4) units. Mr. Kezer will touch base with DPW on the current policy.
- EPA doing work in Ashland at the former Nyanza site; the outflow goes into the reservoirs in Framingham. What is going on with it?
- Could the Council have the report from the Barrett Planning Group?

At this time, Mr. Case made a motion that the City Council continue with its agenda past the hour of 10 PM; Mr. Cannon seconded. No discussion. VOTE: 11-0-0.

APPROVAL OF MINUTES

Document(s) Reviewed: City Council 12-17-19 DRAFT; City Council 1-14-20 DRAFT

Ms. Long made a motion to approve the minutes of December 17, 2019 and January 14, 2020 as presented; Mr. Ottaviani seconded. No discussion. VOTE: 11-0-0.

REPORT OF THE COUNCIL CHAIR

Chairman King reported that he made assignments to the Council subcommittees, noting that there are eight subcommittees, two of which have five members and the other six all have three members. All the new Council members are on three subcommittees as it was an opportunity to get involved. Returning councilors were assigned to two subcommittees. Assigning people to the Finance subcommittee was a challenge as it received the most requests (7). He will send out an email with the subcommittee listings. He added that the asterisk denotes the person who will convene the first meeting as the Rules of the City Council now state that the chair and vice chair will be elected by the subcommittee. At this time, he read the list of subcommittee assignments, noting that everyone got at least two of their requests:

Finance - Cannon, King, Leombruno, Steiner, and Stewart-Morales
Ordinance and Rules - Bryant, Ottaviani, Stefanini
Planning & Zoning - Bryant, Long, Ottaviani
Education, Library, Arts and Culture - Case, Shepard, Stewart-Morales
Public Health, Safety and Transportation - Bryant, Leombruno and Stefanini
Appointments - Case, Leombruno, Long, Ottaviani, and Stefanini
Economic Development - Cannon, Long and Steiner
Environment & Sustainability - Case, Shepard, Stewart-Morales
Welcoming Task Force (ad hoc) - Bryant, Shepard, and Stewart-Morales

Brief discussion followed on how subcommittees should communicate with each other. It was noted that emails sent by the Chairman to the full Council will be archived in a notebook in the Council office. Council members should be cognizant of the fact that topics should not be discussed in emails which can be construed as "deliberation" and therefore a violation of the Open Meeting Law.

REPORT OF COUNCILORS

Ms. Bryant reported that she has sent out reports on community meetings via Facebook posts. The management office at the Pelham Apartments felt it would be best to have a Pelham residents meeting

to focus on healing, as well as other issues. That meeting will take place on Wednesday, January 22. Cochituate Homes had an emergency meeting and the Police Department was in attendance.

Mr. Steiner noted that there were a couple of items on which the previous Council did not act due to time constraints. The first of these was a Vacant Property Database requiring that owners of vacant property to register it. It previously did not come out of subcommittee. He made a **motion to refer the topic of a Vacant Property Database to the Economic Development Subcommittee; Mr. Ottaviani seconded. No discussion. VOTE: 11-0-0.**

Continuing, Mr. Steiner referred to the concept of having municipal buildings outfitted with alternate sources of energy, and **made a motion that it be referred to the Environment and Sustainability Subcommittee. It was noted that it would eventually require a change to the Zoning Bylaw. Mr. Cannon seconded the motion. Brief discussion followed on whether referrals were necessary; there is value to having the referral made at a public meeting so that residents are aware. VOTE: 11-0-0.**

Mr. Case reported that there have been two car thefts in his neighborhood, adding that he is working with Chief Trask and the Police Department about setting up a neighborhood meeting. It is primarily for residents of Precinct8, but it open to all of District 5.

ADJOURNMENT

At 10:40 PM Mr. Ottaviani made a motion to adjourn; Ms. Leombruno seconded. No discussion. VOTE: 11-0-0.

*Respectfully submitted,
Jeanette Galliard*