



City of Westfield, Massachusetts

NOTICE OF MEETING

RECEIVED

By City Clerk's Office at 8:58 am, 3/7/23

NAME OF COMMITTEE: City Council Ad-Hoc Charter Committee

COUNCILORS: Flaherty, Figy, & Bean

DATE: March 15, 2023

TIME: 5:00 PM

LOCATION: Municipal Building, 59 Court Street, Westfield, MA

ROOM NO: City Council Chambers

AGENDA ITEMS

1. Review and approve minutes
2. Attorney Reed present to discuss recommendations and draft resolutions.
3. Committee to discuss status of any or all items that were sent to committee, review drafts or resolutions, and make recommendations for next steps. NOTE: many of these have already been addressed. They are listed here to help with a status report.
 - a. Filling vacancies on City Council, Municipal Light Board, and School Committee
 - b. Edit gender specific pronouns.
 - c. Four year term of Mayor beginning with the term that starts January 2026. Recall provision.
 - d. Edits to civil service list.
 - e. Allow Mayor to appoint a chairman of School Committee if he/she desires not to serve directly.
 - ~~f. Four year terms for City Councilors~~
 - g. Review Water Commission / Board of Public Works.
 - h. In general, clarify that a job title is not necessarily a full-time job and that one person may have multiple roles.
 - i. Appointments for terms "up to three years" not "of three years".
 - j. Job Descriptions shall include pay range. Appointing authority and HR will negotiate salary and personal service agreements with appointees consistent with annual appropriations and guidelines that will be set by ordinance and/or labor contract.
 - k. City Council may create an Annual budget process by ordinance.

- l. How to address unfunded obligations in annual budget process.
 - m. Guidelines for taxpayer or ratepayer monies used as “Donations” or “Sponsored By”.
 - n. Threshold for write-ins equal to number of signatures required for nomination papers.
 - o. Clarify ability of council, or duly authorized committee thereof, to investigate matters (all departments without Public Records requests).
 - p. Procedure for future Special Act Charter Amendments (public hearings, 2 readings for each proposed order to amend, two-thirds vote required for each proposed order to amend).
 - q. Recurring review of Charter based on calendar year (every ten years for years ending in “2”).
 - r. Procedure for Labor Contracts.
 - s. ILOT Payments from City-owned utilities (minimum 2.5% of assessed value or 2.5% of gross revenue)
 - t. Expenses charged to enterprise (and similar) funds.
 - u. Local elections to allow early voting and vote by mail the following same procedures as State and Federal elections.
- 4. Motion to leave certain items in this Ad-hoc committee and request authorization from council for this committee to consider and recommend ordinance changes.
 - 5. Schedule next meetings.
 - 6. Public Participation (will be taken out of order at 6PM).