

SPECIAL
JOINT MEETING OF CITY COUNCIL AND MUNICIPAL LIGHT BOARD
59 COURT STREET
MUNICIPAL BUILDING
CITY COUNCIL CHAMBERS
WESTFIELD, MASSACHUSETTS
SEPTEMBER 20, 2018
6:00 PM

The meeting was called to order in the City Council Chamber, Municipal Building, 59 Court Street, Westfield, MA at 6:00 PM by President Beltrandi.

The City Clerk called the roll as follows:

City Councilors:

William Onyski	Present
Robert Paul, Sr.	Present
Andrew Surprise	Present
Dan Allie	Absent
Mary Ann Babinski	Present
Brent Bean II	Present
John Beltrandi III	Present
Michael Burns	Present
Matt Emmershay	Present
Ralph Figy	Present
Dave Flaherty	Present
Cindy Harris	Present
Nicholas Morganelli, Jr.	Present

Municipal Light Board Members:

Kevin Kelleher	Present
Ray Rivera	Present
Jane Wensley	Present
Francis Liptak	Present
Robert Sacco	Present
A. Edward Roman	Absent

Councilor Figy requested a "Moment of Silence" in honor of Kevin Sullivan, Vice Chair of the School Committee, who passed away suddenly on September 16, 2018.

The call of the Special meeting was as follows:

Define the process and procedure to fill the vacancy of the
Ward 5 Municipal Light Board Member

Council President Beltrandi and Commissioner Rivera, Vice Chair of the Municipal Light Board (MLB), co-chaired the meeting.

Commissioner Rivera suggested that the vacant Ward 5 MLB seat be filled by putting a notification ad in the Westfield Evening News, the Pennysaver and the City and Westfield Gas & Electric websites for 10 days, beginning September 24th, 2018 to October 5th, 2018 requesting those interested to fill the Ward 5 MLB seat to send a letter of intent to the City Clerk. The letters of intent would then be sent to the respective personnel committees of the City Council and MLB to be narrowed down to three applicants. A special joint meeting of the City Council and the MLB would be held October 18th, 2018 at which time an appointment would be made from those three applicants. Councilor Paul expressed his concern with the narrowing down of applicants. He questioned what the criteria would be to become a final applicant. Commissioner Rivera informed the Councilors and Commissioners that the only requirements would be to be a registered voter in Ward 5. Councilor Paul again reiterated his concern with the narrowing down of applicants because in the City Charter there is no mention of narrowing down applicants to a set number. Councilor Morganelli suggested that the applicants be narrowed down based on the percentage of those that apply instead of a set number. Commissioner Wensley informed the Councilors and Commissioners that there may only be two applicants, yet there may be five and if it's only four then all four could be brought forward. Councilor Flaherty questioned if there would be rubric for evaluating the applicants. Councilor Harris, Chair of the Personnel Action Committee, informed the Councilors and Commissioners that this is the first she has heard of this process and is unfamiliar with the process. Councilor Bean informed the Councilors and Commissioners that there are guidelines in the City Charter and that it does not say there has to be an application process or that applicants have to meet a certain criteria. He continued by informing the Councilors and Commissioners that the only criteria is the willingness to be appointed and be a registered voter in Ward 5 and that Councilors and Commissioners did not have to meet standards of experience when running for their respective positions. He reminded everyone that a name could be nominated from the floor the night of meeting and if that nomination receives the majority of votes that person is appointed, therefore a search committee is not necessary. He disagreed with putting ads in the paper and website because it's an appointment process. Commissioner Sacco questioned if there would be any personal interviews. Commissioner Rivera answered that there would be no personal interviews. The names would be brought out the night of the meeting. Commissioner Sacco questioned why the screening process if there would be no interviews. Commissioner Rivera informed the Councilors and Commissioners that it would be a process to familiarize everyone with the applicants. Commissioner Sacco suggested that if there are only five or so applicants then all five names should be brought forward. Councilor Flaherty agreed with that suggestion, but also added that the interview is an integral part of the process and that experience should be relevant because this person may be deciding on the next general manager of the Westfield Gas

& Electric. He suggested that the newspaper could do profiles on those that apply. Councilor Surprise questioned what the wording of the ad will be. He suggested that the salary should be included and that the position is more than just lights and fiber. Commissioner Rivera reminded the Council that the position is for just over a year and that if the appointee wants to continue they would have to run in the next City election and at that time all their qualifications and background could be presented to the public and for now it would be someone that has the willingness to serve. Councilor Emmershy questioned Councilor Bean on how many applicants were there the last time the Council and the MLB had to make an appointment. Councilor Bean answered that there were three applicants the last time. Councilor Bean again questioned if nominations would be accepted from the floor the night of the appointment meeting. Commissioner Rivera answered that there would not be nominations from the floor on the night of the appointment meeting. Councilor Bean suggested that a legal opinion relative to nominations from the floor be asked of the City's Attorney Phillips and the WG&E's Attorney Welsh. Commissioner Rivera informed the Councilors and Commissioners that it was the law department that informed him that the process is whatever the joint meeting votes on. Councilor Harris suggested that there be a front page story in the paper relative to applying and that all letters of intent be sent to the City Clerk. Councilor Flaherty agreed with Councilor Bean that nominations can be offered from the floor and that at the meeting the motion to nominate would have to be recognized and voted on by the majority to accept the nomination. Discussion between Commissioner Rivera and President Beltrandi was held relative to the advertisement being for 10 days or 7 days. Councilor Flaherty suggested that an advertisement for the position be sent out with the next Gas and Electric bill. Commissioner Wensley offered a motion which was duly seconded that an ad run from September 24, 2018 to October 5 requesting letters of intent from registered voters from Ward 5 be sent to the City Clerk by October 18, 2018. Councilor Surprise offered a motion, which was duly seconded, to run the ad for two Mondays. Commissioner Rivera added that the ad be also placed on the City's webpage and WG&E webpage. Commissioner Rivera questioned who would be paying for the ad. Commissioner Wensley informed the Councilors and Commissioners it would be paid for by the City because this process of the appointed is governed by the City Charter. Councilor Bean again reiterated that the Charter does not set up the process and the process being suggested is only a guideline.

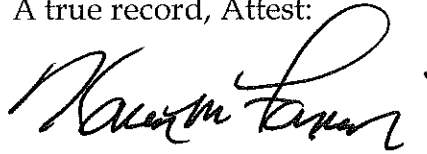
Upon motion of Councilor Onyski, it was
VOTED: That all applicants be brought forward and that the personnel committee screening process be skipped.

Councilor Harris, Chair of the Personnel Action Committee, announced that she and her committee need to leave the meeting to attend the scheduled 6:30 PM meeting of the Personnel Action Committee.

Commissioner Rivera announced that the next joint meeting of the MLB and City Council will be October 18th, 2018 at 6:00 PM to vote on the appointment of the Ward 5 MLB vacancy.

At 6:29 PM and upon motion of Councilor Harris, it was VOTED: To ADJOURN.

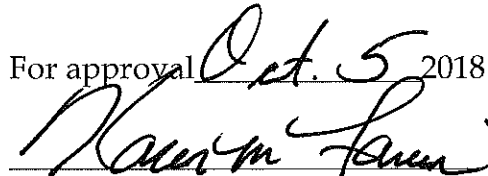
A true record, Attest:

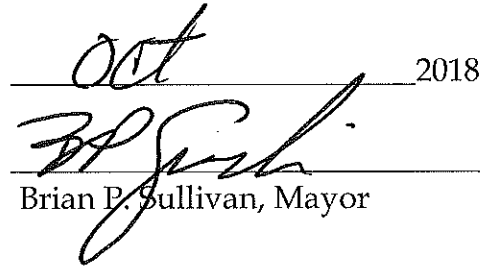


Karen M. Fanion
City Clerk/Clerk of the Council

Presented to the Mayor

Approved by the Mayor

For approval Oct. 5 2018

Karen M. Fanion, City Clerk

Oct 2018

Brian P. Sullivan, Mayor

ADDENDUM TO THE MINUTES

City Clerk Karen Fanion met with Commissioner Rivera, Vice Chair of the Municipal Light Board Meeting on September 27, 2018 at 4:15 PM to clarify the action of the Councilors and Commissioners at the September 18, 2018 special joint meeting of the City Council and Municipal Light Board.

Per Commissioner Rivera, the Clerk was instructed to run the ad for 10 days beginning October 2, 2018 to October 12, 2018 and also run the ad on the City's webpage and the WG&E webpage and that the applicants would not be sent to the personnel committees.

The wording of the ad is as follows and will be paid for by the City Council, Purchase of Services account.

Ward 5 Municipal Light Board Vacancy

Due to the resignation of the Ward 5 member of the Municipal Light Board, there is an opening to fill the remainder of the term for the Ward 5 seat. The City Council along with the Municipal Light Board is accepting letters of intent to fill the vacancy. If you are interested in being considered for the position, please send your letter of intent to City Clerk Karen M. Fanion, 59 Court Street, Westfield, MA 01085 or at k.fanion@cityofwestfield.org. In order to qualify for the position, you must be a registered voter and live in Ward 5. All letters of intent must be received by 5:00 PM on

October 12, 2018. The position will be filled at a joint public meeting of the City Council and Municipal Light Board to be held on Thursday, October 18, 2018 at 6:00 PM in the City Council Chambers, Municipal Building, Westfield.

Submitted by
Karen M. Fanion
City Clerk