

**Charter Review Committee**  
**Tuesday, June 18, 2019, 6:30 p.m.**  
**City Council Chambers, Puchalski Municipal Building**  
**212 Main St., Northampton, MA 01060**

**Meeting Minutes**

Present: Stan Moulton (ward 1), Robbie Sullivan (ward 2), Sam Hopper (ward 4), Bob Boulrice (ward 5), Patty Healey (ward 6), Mollie Fox (ward 7), Lyn Simmons, Chief of Staff (Executive Branch), City Councilor Bill Dwight (Legislative Branch), Attorney Alan Seewald, City Solicitor (non-voting member)

Absent: Dylan Gaffney (ward 3)

The meeting opened at 6:30 p.m.

- **Approval of minutes for June 4, 2019, meeting**

**Councilor Dwight moved approval of the June 4, 2019, minutes as written. Sam Hopper seconded. The motion passed unanimously 8-0.**

- **Public comment**

None

- **Updates from committee members**

None

- **Discussion with Bill Scher, member of former Charter Drafting Committee**

Bill Scher, a member of the former charter drafting committee, was present to give the committee an overview of the topics that were discussed during his time on the drafting committee. The biggest philosophical task the committee tackled was balancing the executive and legislative power. At the time, the mayor was running the city council meetings and some people thought the city council was under the mayor's thumb. Some people also argued that a two-year term for mayor was outdated and a four-year term made more sense. Mr. Scher believes that the changes that were made worked out as intended. He stated that a good example of the separation of powers was the surveillance camera debate. The city council and the mayor worked together and there was no breakdown in communication so he personally feels that the committee struck the right balance. He suggested not doing anything more to upset the balance of power because no one wants it to be blurred again like it used to be.

Another robust discussion was whether the city clerk position should be appointed or elected. The consultant that was hired by the charter drafting committee noted that the trend in the state was to

appoint the city clerk because it is a position of technical expertise and doesn't require being democratically sanctioned by the public. Northampton made this change with other positions i.e. the Treasurer/Collector. There was a strong opposing view and the chair of the committee made it clear he didn't want recommendations made based on politics, but rather recommendations made that were in the best interest of the city. The committee worried that if it made a recommendation that the city clerk be appointed and it went to a referendum, then the whole charter would fail. The committee was worried about doing something that would cause the whole charter to fail even though, in Mr. Scher's opinion, the consensus was to make the position appointed.

The committee also had a heated discussion about ranked-choice voting and election reform. However, the committee didn't have the luxury to do a deep dive so it was reluctant to make a big change in the election structure without having a fuller discussion with the community.

Mr. Scher furthered that the charter is meant to be a foundation for governance and can't fix everything. One aspect the committee looked at was how to get a better representation and a more diverse city council. He stated that this is something that the charter simply can't fix. Compensation played into this discussion and some people thought that the position should be paid more and others believed that city councilors should serve purely for service to the city.

He reiterated that the committee shouldn't feel obligated to solve every last problem but to try and solve the problems that the charter is designed to solve and leave the rest up to the democratic process.

Sam Hopper asked if the charter drafting committee discussed term limits.

Mr. Scher didn't recall a strong argument on term limits but the committee talked briefly about a mayoral recall. He furthered that, in regards to term limits, elections are every two years and if people don't like the way things are going, they can do something about it at the polls. Generally people aren't running for elections and term limits will prematurely kick people out of their seats if they are doing good work.

Chair Moulton asked Mr. Scher to elaborate on whether the charter can provide incentives to increase diversity as it relates to a sliding scale of compensation.

Mr. Scher stated that it doesn't have to be fixed in the charter because the committee could recommend it and the city council could approve it on their own accord. He feels that however much money the city can pay city councilors, they should pay them. This was a contentious question and one that is better suited for a broader public debate every few years so the public can decide what city councilors are worth. Some committee members felt that it was an inherent conflict of interest (COI) to vote on their own pay packages.

Councilor Dwight stated that the concern was how to diversify the committee and one of the arguments was that looking into someone's wealth and how much they make is an invasion of privacy. He furthered that embedding this in the charter will slow down the process.

Mollie Fox asked if underrepresented communities were engaged in the conversations when underrepresented communities were being talked about.

Mr. Scher stated he doubts it but the committee tried to get a level of engagement and held public forums and individual forums. For example, an individual forum was held at Haymarket and only two people attended. Involvement is a chronic problem and raises the question of how you get communities engaged and involved. The sliding scale of compensation won't be the deciding factor on whether or not someone wants to run for city council.

Mollie Fox stated that part of the problem is to have conversations about compensation and making decisions for underrepresented communities without having underrepresented communities being part of the conversation.

Councilor Dwight stated there is on-going frustration with the lack of engagement in local government and the only time we really know what is going on in an underrepresented community is when there is a crisis. He furthered that the only people in the room tonight are the people that were invited to speak so it's an across-the-board problem. The critical aspect is outreach and then people need to be inspired to come and participate. The down side is that when individuals from outside a community try and get people involved, those individuals are usually suspicious.

Mollie Fox asked, for clarification purposes, what the committee is trying to fix.

Councilor Dwight stated the lack of representation and not knowing the priorities of underrepresented communities.

Mr. Scher stated that people have to step up on their own accord or someone has to go in from outside the community offering help. He stated that running for office is not top of mind when you're living paycheck to paycheck. He doesn't think this is something that will be solved in the charter.

Mollie Fox stated that the committee doesn't have the data but engagement and how to make the process more equitable in allowing people to participate is step one.

Mr. Scher stated that going to underrepresented places is a start but that might not be sufficient because people might not even show up.

Patty Healey stated that the biggest issue is race and there are communities of color that don't engage in local government because they feel disconnected. She furthered that while on the Democratic City Committee, the Affirmative Action seat was always occupied by a white person but when a Spanish-speaking woman held the seat she was afraid to come to the meetings. The woman also said that Spanish-speaking people don't vote because they can't read the ballot.

Robbie Sullivan asked Mr. Scher if the consultant made a recommendation as to what type of city clerk the committee should go with.

Mr. Scher stated that there was not necessarily a flat recommendation but the general trend was an

appointed city clerk because of technical expertise. He furthered that one argument is that the city clerk is different than the city treasurer because the city clerk handles elections. For example, if the administration appoints the city clerk of their choosing then there is a concern they will rig elections. The other argument with an elected city clerk is that that individual is chosen because of a popularity contest. Neither extreme has happened so it is not an urgent problem. He furthered by saying there aren't a lot of candidates running for open positions anymore so someone could be elected city clerk and not know what they are doing.

Councilor Dwight asked if there was any discussion of town manager/town administrator form of government or selectboard/alderman form of government, etc.

Mr. Scher stated there was a discussion at the beginning but not a deep discussion. Northampton is a well-run city with a good bond rating and attracts new residents so the committee only tweaked the balance of powers by removing the mayor from city council meetings.

- **Discussion of appointed vs. elected city clerk**

Wendy Mazza, former city clerk, was present to offer her view. Ms. Mazza stated that the city clerk's office has always had a natural progression of city clerks with assistant city clerks or acting city clerks being elected. A natural progression of people knowing the department and knowing the job is important. If there happens to be a city clerk who doesn't know anything about the department it would be a huge problem for the city. Ms. Mazza changed her mind as far as this position being elected because if something ever happened to the current city clerk, there would be no one to step in because the assistant city clerk does not live in Northampton. If the position was appointed, then the city could advertise the position or reach out to other communities and offer the job to someone who knows the job.

Councilor Dwight mentioned that the person holding the position has to have a good understanding of Massachusetts General Law and if they don't, it could put the city in considerable liability.

Ms. Mazza stated that there is a lot of oversight over the city clerk's office (Secretary of State for elections and the Registry of Vital Records and Statistics for vital records) so whoever appoints the city clerk won't be able to tell them what to do because there are laws and protections in place. Ms. Mazza believes the city clerk position should be handled the same way as the city treasurer position was handled with special legislation and not put on the ballot. At this point, Ms. Mazza's opinion is that the job should be appointed because there is no job description and it could be anybody off the street.

City Councilor Marianne LaBarge stated that the city clerk position should be a non-elected position like the other department heads because all the other departments are running very efficiently. She furthered that the only qualifications for being an elected city clerk is to be 18-years-old or older, a resident of Northampton and a registered voter of Northampton, and not having been convicted of certain crimes. Northampton has been fortunate to always have a qualified individual in the office that could run for city clerk but that might not always be the case. If the position is appointed by the mayor with approval by the city council, then the mayor and the administration could establish qualifications such as education and experience because right now there is no job description and the city clerk

answers only to the voters. An appointed city clerk will allow for a larger field of qualified candidates to ensure the best candidate is chosen. Additionally, if an appointed city clerk turns out to be a bad appointment, there would be a mechanism for dismissal when right now nothing can be done because the city clerk answers to the voters.

City Clerk Pam Powers stated she respects the decision of the committee and is disqualifying herself from the conversation. She believes there is a COI if she gives her opinion.

Councilor Dwight asked if City Clerk Powers could confirm if the job has dramatically changed over the years and if the job is beyond the scope of anyone walking in off the street.

City Clerk Powers stated that the position is vastly different from when she started and the technical requirements of the office have become more complicated with more Freedom of Information Act requests and more requirements in election transparency.

Robbie Sullivan asked City Clerk Powers what the difference is in being the city clerk of a hospital community.

City Clerk Powers stated it's not just hospitals but nursing homes and any facility that generates a vital record. The city clerk's office processes up to 800 births a year which makes the volume of requests more difficult. She stated that in the past month alone the office processed 10 amendments to vital records and they are complicated transactions. The office deals with the hospital, seven nursing homes, funeral directors, medical examiners, etc. Requests for vital records have grown about 25% since the implementation of Real ID and will continue to grow until everyone has their Real ID.

Bob Boulrice asked City Clerk Powers, if she is able to serve in a longer term capacity, if there will be training opportunities so that her staff can step into her role when she is unavailable.

City Clerk Powers stated there are already these avenues today. For example, she just returned from a training in Plymouth and members of her staff have shown interest in a municipal clerk's accreditation.

Mayor Narkewicz was present to speak to this topic. He stated that there are 48 cities in Massachusetts and 43 have appointed city clerks. Municipal governments are becoming more professionalized by delivering vital services. The city clerk's office is a city department with city employees who are represented and the city clerk supervises the office, manages the budget for the office and is the one department head that is segregated. He furthered that the city clerk's salary package has fallen behind its peers because it's not on a professional salary scale. Another issue is that the city clerk runs the elections while their name is on the ballot. There is an exemption for town clerks running elections but not for city clerks. Largely because there are only five left in the state. Mayor Narkewicz believes this is the final piece of modernizing the city's charter. He believes that picking someone to manage the city's \$100 million checkbook by popularity contest (treasurer/collector) didn't seem right and the idea of picking someone by popularity contest to be in charge of vital records isn't right either. He is concerned about having the city council appoint and supervise the city clerk because they are a multi-member board that only works part-time and meets only in public.

Councilor Dwight stated that there is no other position that is publicly vetted so it's a challenge when it comes to protecting an employee's privacy. It's also unfair to the employee to have council appointment oversight over a professional position.

Patty Healey suggested figuring out a clear job description.

Mayor Narkewicz stated that if this position is to become professionalized, the HR department would create a job description and it would be placed on the professional salary scale.

Chair Moulton stated he spoke with Adeline Murray and Christine Skorupski (former city clerks) and neither of them could attend the meeting but they told Chair Moulton that they didn't see any reason to change the position from elected to appointed. They both felt that the city clerk serves the people of Northampton so the people should be the clerk's boss. They would be concerned about the appointment process because if the city council was the appointing authority then the clerk would have multiple bosses and if mayor had appointing authority they feared it would be a political appointment.

Robbie Sullivan spoke with three city clerks from Massachusetts. The first was Keith Rattell, elected city clerk in Chicopee, who said, "It is more beneficial to be elected and not good to be under somebody's thumb, whether it's the mayor or the City Council." "Politics can be a battle ground... I answer to the people." "It's important, if the clerk is in charge of the ballot box, to be an independent authority because you're dealing with people's 'right to vote'." Mr. Rattell said the last mayor, eight years ago, started a petition to extend the mayoral term from 2 to 4 years. There were claims that many signatures presented to him were forged so the issue was taken to court. He said that had he been appointed by the mayor, it would've been very difficult to say anything, and could've cost him his job. Mr. Rattell believes that candidates "should campaign on their skills and knowledge, and the voters will figure it out."

Robbie Sullivan spoke with Wes Slate, city clerk of Beverly, who is appointed by the city council. He said, "The city clerk has been appointed by the city council since 1996 when the new charter was voted in. It settled on a strong mayor with a two-year term as CEO and department heads report to the mayor. The city council power was decreased, but the charter committee made the city clerk elected by the nine-member council. Mr. Slate is in his 4th year and deals mostly with the council president, as an agent of the city council. He said, "It gives a leg up to the legislative branch and makes it more independent." He furthered by saying, "The charter committee also created a new position, the city council budget/management analyst, an independent voice for the city council with full access to city department heads, and a say in 'How do we pay for it?'" The analyst is paid by the hour, up to half the salary of the city finance director." It is Mr. Slate's strong opinion that the city clerk should be "more connected to the city council than the mayor."

Robbie Sullivan also spoke with Brenna McGee, elected city clerk in Holyoke who provided a written statement, "In my role as City Clerk I am an elected position but still considered a department head and I am allowed to choose my own assistant which I feel benefits the office because I am best qualified to know the needs of the office and what our staffing needs are opposed to having appointments made for me. It keeps my office independent from outside political pressure. Giving the residents the right to choose the City Clerk also take away the politics of having the appointment made by either the Mayor

or the City Council. I also feel as the person running the elections I shouldn't be chosen by a person or group of people that would be seeking re-election. As an elected official you are directly accountable to the people that elect you rather than just a small board or a mayor. Also, I am believer that department heads should also live in the city or town they are serving and being an elected city clerk ensures you live in the city you are holding the position. Lastly, I feel there is no valid reason why the right to vote on this very important position should be taken away from the citizens."

Mayor Narkewicz stated that the city council is a check on the mayor when it comes to making appointments. He also stated that it would be ridiculous if the mayor was running an election with his name on the ballot and if the city council was running an election with their names on the ballot. This is why there is a trend of moving away from elected positions.

Lyn Simmons offered that currently department heads, with the exception of the city clerk, are all appointed by the mayor and confirmed by the council so this practice already exists.

Lyn Simmons stated she is concerned that there was no coverage or press regarding the city clerk topic but there was with the election forum. She suggests holding a public forum, even if it's just written comments.

Bob Boulrice asked if something could be written in the paper that stated the committee has the intention of voting on this topic and welcome feedback.

**The committee took a straw vote. Councilor Dwight moved to recommend the city move to an appointed city clerk. Patty Healey seconded.**

Bob Boulrice questioned whether something could still be written in the newspaper.

Chair Moulton stated it could.

**The motion passed unanimously 8-0.**

Robbie Sullivan shared her sentiments about eliminating an elected position because it seems like it is going against democracy. However, the progression of the position and making it an appointed position makes sense.

Robbie Sullivan will invite Wes Slate, the city clerk of Beverly, either via Skype or in person, to the committee's August 20th meeting to discuss this topic.

Chair Moulton stated that the committee will publicize this topic and schedule a vote for September.

- **Discussion of possible amendment to Section 3-7 (Temporary Absence of the Mayor) (see attachment)**

Mayor Narkewicz introduced an amendment to section 3-7. He stated that the way this was written has never played out in real life. When he is out of the city for an extended period of time and isn't able to

physically sign things, then he invokes section 3-8, Delegation of Authority by Mayor, of the charter to delegate certain authorities i.e. signing contracts. He furthered that if he is gone for international travel then he would proactively go to the city council to invoke section 3-7 of the charter. With the proposed amendment, the city council still has the authority to say that if the mayor is going to be away for 10 business days or less than the mayor should notify the council in writing and designate authority. It is also clear what can be delegated and what can't be. And, if the mayor is going to be gone longer than 10 days, then notifying the city council still applies and the city council president will serve as the acting mayor. Mayor Narkewicz believes it is better to have someone who is elected by the voters to be running the city for a longer period of time.

Councilor Dwight asked, in this scenario, who would declare a state of emergency.

Mayor Narkewicz stated that in the modern world there are ways to sign a declaration of emergency wherever you are and the fire chief is the emergency manager.

Bob Boulrice asked if electronic communication would suffice in this scenario.

Attorney Seewald stated that the mayor will file a letter with the city council and the clerk but it doesn't need to be put in the charter what type of letter, because in this era everyone accepts scanned and emailed letters.

Chair Moulton asked for an example of the less than 10 day scenario.

Mayor Narkewicz stated it is mainly contract signing and signing payroll and warrants which would be delegated to the Chief Financial Officer, who already signs contracts.

Chair Moulton stated there will be a vote scheduled for the July 16<sup>th</sup> meeting.

- **Discussion of proposal to extend conflict of interest to immediate family members in Article 2 (Legislative Branch) Section 2-3 (Prohibitions); Article 3 (Executive Branch) Section 3-1 (Mayor: Qualifications; Term of Office; Compensation; Prohibitions); and Article 4 (School Committee) Section 4-3 (Prohibitions) (see attachment)**

Mayor Narkewicz stated that he always assumed that his immediate family couldn't work for the city although it isn't explicit in the charter. In most COI related laws it extends to the official and their immediate family. He stated that there is already a prohibition of elected officials holding another city office so this amendment takes the restriction one step further. There are two school committee members this year whose spouses are school employees and members of the union so they've had to recuse themselves from collective bargaining sessions and anything relating to the budget. He furthered that if he was going to extend this provision to the mayor that he would extend it to all elected officials. Smith Vocational trustees should also be included because they act as a school committee.

Councilor Dwight stated that he agrees with this provision for the mayor and the school committee because they hire employees but when it relates to city council, it eliminates potential candidates from running for office if a child or a spouse is already working for the city. Even a family member who mows

laws will disqualify someone for running for city council when the city council has no authority of that person or that position.

Mayor Narkewicz stated that he has executive sessions with the city council to talk about collective bargaining and if someone is married to someone in one of those collective bargaining units then he wouldn't want that city councilor in executive session.

Councilor Dwight stated that is the nature of executive session. If someone is speaking out of executive session, that is a violation already.

Mayor Narkewicz stated that city councilors would then need to approve funding for a contract which would then be a direct financial interest if a city councilor's immediate family member is a member of the bargaining unit.

Councilor Dwight is concerned about discouraging individuals from running for office.

Sam Hopper asked if this provision would apply if a school committee spouse or immediate family member was working for a city department instead of the school department.

Mayor Narkewicz stated it could be crafted to indicate whether the immediate family member is an employee of the city or the schools.

Sam Hopper asked if there should be an indication of time, i.e. a cooling-off period.

Mayor Narkewicz stated there could be but hasn't thought that far ahead.

Mayor Narkewicz wanted to add one thing relative to an earlier discussion. The city received a grant from Pioneer Valley Planning Commission (PVPC) to do a re-energizing democracy project that produced a 34 page report. A lot of the report focused on underrepresented communities that include surveys, outreach, forums, etc. Mayor Narkewicz will send the report to Annie Lesko who will forward it to the committee.

Chair Moulton asked if Forbes Library Trustees and the Community Preservation Committee (CPC) should also be included in the proposed provision.

Attorney Seewald stated that the CPC doesn't hire anybody.

Mayor Narkewicz stated that Forbes Library Trustees are not city employees and are already covered under normal COI laws.

Attorney Seewald furthered that state law allows cities and towns to make more restrictive COI laws than state laws and isn't sure what that means for individuals who are not city employees and who are ultimately overseen by the voters. Attorney Seewald will look into this matter.

Councilor Dwight asked if the current state COI laws fall short.

Attorney Seewald stated that the proposed changes is an absolute prohibition and are more restrictive than state law as there is no prohibition for family members of city employees holding positions in certain situations.

Attorney Seewald furthered that this provision will eliminate people that give jobs to their kids instead of to people that might be more qualified and more deserving of the job. The other side of the argument is that this is a solution in search of a problem.

Bob Boulrice is concerned about this provision being imposed on the school committee because a lot of people will be prohibited from running if they are related to a teacher. He furthered that the candidates that are most interested and engaged are most likely relatives of school employees.

Mayor Narkewicz stated it was not his intention to disqualify someone from running but it was very apparent and difficult with two members of the school committee recusing themselves because of a conflict of interest.

- **Discuss and vote on possible removal of designation “candidate for re-election” from the names of incumbents on municipal ballots**

**Councilor Dwight moved to remove the tabling of this item. Sam Hopper seconded. The motion passed unanimously 8-0.**

Sam Hopper stated that this provision is outlined in MGL and one hesitation the committee had asking the city clerk to do something that went against MGL but there are a lot of recommendations being made by the committee that go against MGL.

Councilor Dwight stated that he is in favor of this change and asked if the committee petitions the secretary of state or the legislature.

Attorney Seewald stated that it would be a special act which overrides MGL and the legislature has the authority to do that.

**Councilor Dwight moved to recommend removing the designation “candidate for re-election” from the names of incumbents on municipal ballots. Sam Hopper seconded. The motion passed unanimously 8-0 by roll call vote.**

- **Plan outreach to under-represented communities**

Mollie Fox stated that a lot of her work for her job is concentrated around equity and how to engage underrepresented communities. The exclusion of people of color from decision-making is a systemic problem. People of color are direct stakeholders and must be afforded a role in the process. She furthered that as the charter review committee, there is a need to think about the ways that institutionalized racism is practiced. Mollie read 10 points from an article that she believes is worthwhile for the committee to think about (see attached).

Mollie Fox also read questions from a seven-step guide that can aid in ensuring the charter review committee has a powerful mix of stakeholders.

1. Who is most adversely affected by the issues being address?
2. Who faces racial barriers, biases or exclusions from power related to the issues?
3. How are people of different racial groups differently situated or affected by these inequities?
4. In an idea world, what would the racial composition of this committee look like?
5. In what ways are stakeholders most affected by the inequities?
6. What has been done before and how can these efforts that are already existing be integrated into what the charter review committee is doing? This could mean hosting meetings in different locations, with different hours and possibly making childcare available.
7. What are ways that stakeholders – who are adversely affected – can be further engaged?
8. How can diverse communities be engaged from the outset so they have a real opportunity to shape solutions and strategies?
9. How can community engagement be inclusive, representative, and authentic?
10. How will stakeholders exercise real leadership and power?
11. Who can be allies and supporters and how can they be engaged?
12. Who needs to be recruited or invited to join the effort to address the issue?
13. Who will approach them? How? What? What will they be asked to do to get involved?

Chair Moulton believes the report that Mayor Narkewicz mentioned will be a good starting point and it will address some of these questions that have been raised.

Councilor Dwight stated the committee cannot exclude the notion of classes and classism which is talked about less. He furthered that Northampton is predominately identified as white and its communities of color are isolated in pockets and more on the outskirts. These are dynamic communities that do not feel connected to Northampton. He furthered that this is a deeper dive but it is important to identify how it fits into the charter.

Chair Moulton stated that a good amount of time will be devoted to this topic at the July 16<sup>th</sup> meeting to discuss a plan of engagement and to get a better understanding of the populations that the committee should be reaching out to.

Patty Healey will go to the Pioneer Valley Workers Center to ask some questions about democracy in Northampton. If there is an interest in the discussion, she will take the next step.

Mollie Fox stated that it is not about having underrepresented communities doing the work and educating the committee. It is on the committee to educate themselves which means going to underrepresented communities and events. Mollie doesn't recommend going to communities without having a sense of what their community has gone through.

Sam Hopper pointed out that there is a sense of urgency because there is a deadline. Also, she is hoping for a clearer understanding of what the outcome of this discussion is expected to be.

Attorney Seewald stated that the committee can form a subcommittee, post meetings and meet

regularly and the meetings will be open to the public.

Robbie Sullivan asked, for clarity, if the intent of this discussion is to try and involve people to speak to issues the charter committee is covering OR if the intent is to add language in the charter based on what is learned.

Lyn Simmons sees the next steps as reading the PVPC report before the next meeting and spending a bulk of the meeting discussing what the outcome should be.

Councilor Dwight stated there are groups that do not get involved in issues unless there is a direct affiliation and it directly impacts their communities. Part of the problem is that most of the organizations serving these communities are headed by white individuals.

Attorney Seewald stated that he wants to direct the committee back to the charter because it is not clear what the committee is trying to achieve. He's not sure if the committee is attempting to get underrepresented communities to attend meetings to participate in the issues being discussed or whether the committee is trying to change the charter that will affect change in underrepresented communities and their being part of the political process. Until Robbie's question gets answered, Attorney Seewald is unsure of what the committee is talking about.

Mollie Fox stated she is simply sharing best practices and it is up to the committee to decide how to implement changes and what the goals are.

Councilor Dwight recommended establishing a subcommittee to identify forms of outreach, how to expand inclusion, and best ways to proceed.

Bob Boulrice stated that, if the subcommittee recommends including language in the charter about ways to hear underrepresented communities, which in the long run brings people to the table, that could work. However, he doesn't see how the committee can grapple with the enormity of the discussion.

Chair Moulton stated he doesn't have an answer to Robbie's question and won't until the committee hears from underrepresented communities. He furthered that he is not willing to say it's too big of a problem until underrepresented communities are heard.

Chair Moulton agreed that the committee should form a subcommittee. Its members will be Patty Healey, Mollie Fox and Councilor Dwight.

**Lyn Simmons moved to approve the formation of a subcommittee for reaching out to underrepresented communities. Sam Hopper seconded. The motion passed unanimously 8-0.**

- **Adjourn**

**Councilor Dwight moved to adjourn the meeting at 9:44 p.m. Sam Hopper seconded. The motion passed unanimously 8-0.**