



Committee on City Services Organizational Meeting and the Northampton City Council

Committee Members:

Chair: Councilor Marianne L. LaBarge

Vice-Chair: Councilor Karen Foster

Councilor Rachel Maiore

Councilor Michael J. Quinlan, Jr.

Meeting Minutes

Date: February 3, 2020, 4 p.m.

Location: City Council Chambers
212 Main St., Northampton, Massachusetts

Present: Councilor Marianne L. LaBarge, Chair
Councilor Karen Foster, Vice Chair
Councilor Michael J. Quinlan, Jr.

Absent: Councilor Rachel Maiore

1. MEETING CALLED TO ORDER AND ROLL CALL

At 4:01 p.m., Councilor LaBarge called the meeting to order. On a roll call, Councilors Foster, LaBarge and Quinlan were present. Councilor Rachel Maiore was excused. Also present was Administrative Assistant Laura Krutzler

Councilor LaBarge announced that the meeting was being audio and video recorded.

2. PUBLIC COMMENT

There being no members of the public present, there was no public comment.

3. ELECTION OF CHAIR/VICE CHAIR

Councilor LaBarge opened the floor to nominations for chair.

Councilor Quinlan nominated Councilor LaBarge. Councilor Foster seconded.

There being no further nominations, Councilor LaBarge called the nomination to a vote, and it passed unanimously 3:0 by roll call vote (Councilor Maiore absent).

Councilor LaBarge opened the floor to nominations for vice chair.

Councilor Quinlan nominated Councilor Foster. Councilor LaBarge seconded.

There being no further nominations, Councilor LaBarge called the nomination to a vote. The motion passed unanimously 3:0 by roll call vote (Councilor Maiore absent).

4. **MINUTES OF NOVEMBER 12, 2019 AND DECEMBER 5, 2019**

Councilor Quinlan moved to approve the minutes of November 12, 2019 and December 5, 2019 as a group. Councilor LaBarge seconded. The motion passed unanimously 3:0 by voice vote (Maiore absent).

5. **ITEMS REFERRED TO COMMITTEE**

A. **19.191 Appointment to the Board of Registrars - Referred by City Council 12/19/2019**
Board of Registrars

Catherine Kay, 136 S. Main St, Florence

Term: April 2019 to March 2022

To fill a vacancy

Councilor Quinlan interviewed Catherine Kay. He reported that she is already a member of the Board of Registrars and an enthusiastic member at that. She specifically commented that she likes being part of the team with Pam Powers and Dan Polachek.

Councilor Quinlan moved to forward the appointment with a positive recommendation. Councilor Foster seconded. The motion carried 3:0 by voice vote (Maiore absent).

B. **20.013 Appointments to Various Committees - referred by City Council 1/16/2020**
Board of Assessors

David Murphy, 78 North Elm Street, Northampton

Term: January 2020 - June 2023

To fill a newly created seat

Planning Board

Melissa Fowler, 87 Chesterfield Road, Leeds

Term: January 2020 – June 2021

To fill the unexpired term of Mark Sullivan

Councilor LaBarge read the following statement from David Murphy: "I served as a member of the Board of Assessors for seven years prior to joining the City Council. I am a Massachusetts accredited Assessor and a Massachusetts Licensed Real Estate Appraiser. I have served as a member of the Massachusetts Board of Registration of Real Estate Appraisers and twice served as chairman. I have been actively appraising real estate in Northampton for 40 years. I would like to again serve on the Northampton Board of Assessors. Between my time as an Assessor and my time on the City Council Finance Committee I have 21 combined years of municipal finance experience. I would like to continue to put my experience to work for the City of Northampton."

Councilor LaBarge moved to forward the appointment of David Murphy to the Board of Assessors with a positive recommendation. Councilor Quinlan seconded. The motion passed unanimously 3:0 by voice vote (Maiore absent).

Councilor Foster said she spoke to Melissa Fowler this morning. She has over 30 years' experience in construction management and a Bachelor's degree in Mechanical Engineering as well as a Masters in Construction Management. She is very invested in making sure different stakeholders are heard and come to agreements they can live with on a long-term basis. She is very invested in Northampton. She grew up here and then moved away but returned to raise her son here. She said she would only consider serving in Northampton.

Councilor Foster moved to forward the appointment with a positive recommendation. Councilor Quinlan seconded. The motion passed 3:0 by voice vote (Maioire absent).

6. **NEW BUSINESS**

A. **Ideas for Possible Departmental Presentations – Discussion**

Councilor LaBarge suggested having Health Director Merridith O'Leary come in and give an update on the coronavirus. She thinks they should know what is happening here with this virus; what are the symptoms and treatment, etc.

Members agreed. Councilor LaBarge asked Mrs. Krutzler to make an information request of the Mayor's office for Director O'Leary to attend the March 2, 2020 City Services meeting.

Councilor Foster said she would be interested in creating an inventory of who's serving on boards and commissions in terms of age, gender identity and maybe racial identity if appropriate to get a picture of what boards and committees look like demographically. Members discussed submitting this in the form of an information request. Krutzler shared her recollection that, in some past instances, the Mayor's office has required information requests to come from the council as a whole rather than individual councilors or committees.

If required, Councilor Foster said she would like to put consideration of the request on the council's agenda.

Councilor Foster moved to make a request to put the idea to make an information request for a demographic breakdown of boards and commissions on the City Council agenda. Councilor Quinlan seconded. The motion carried 3:0 by voice vote (Maioire absent).

In further discussion, members reached the consensus that, if determined appropriate for such information requests to come from a committee, the administrative assistant would make the request on behalf of City Services. [Editor's note: after consulting the council rules and Councilor Nash, it was determined that information requests can indeed come from committees.]

7. **Set Meeting Schedule for 2020 – 2021**

Members discussed that they would approve the schedule as presented and discuss alternative dates for the Labor Day holiday as the date approaches. Councilor Quinlan moved to approve the schedule as presented. Councilor Foster seconded. The motion carried 3:0 by voice vote (Maioire absent).

8. **Adjourn**

Councilor Foster moved to adjourn. Councilor Quinlan seconded. The motion carried 3:0 by voice vote (Maioire absent). The meeting was adjourned 4:24 p.m.

Prepared By:
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