



Special Committee - Rules of Order City Council

Regular Meeting

<http://www.cityofmelrose.org>

~ Minutes ~

Kristin Foote
781-979-4100

Wednesday, November 18, 2020

6:00 PM

Remote

I. Call to Order

The Rules of Order Committee is called to order by Chair MacMaster at 6:02 PM.

Attendee Name	Title	Status	Arrived
Shawn M. MacMaster	Chair	Present	
Jack Eccles	Vice Chair	Present	
Jeff McNaught	Voting	Present	
Mark Garipay	Voting	Present	
Robb Stewart	Voting	Present	
Jen Grigoraitis	President, ex officio	Absent	

Remote Meeting information

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Rules of Order Committee will be conducted via remote participation to the greatest extent possible. We will post and audio or video recording, transcript, or other comprehensive record of these proceedings as soon as possible after the meeting.

II. Public Comment

Motion To: for public comment

COMMENTS - Current Meeting:

Motion: Open Public Comment

By: Councilor Stewart, Second: Councilor McNaught - motion carried.

No one comes forward.

Motion: Close Public Comment

By: Councilor Stewart, Second: Councilor McNaught - motion carried.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Robb Stewart, Voting
SECONDER:	Jeff McNaught, Voting
AYES:	MacMaster, Eccles, McNaught, Garipay, Stewart

III. Restatement of Purpose

A) Scope of Work

Chair MacMaster restates SOW. This special committee was formed under the authorization of President Grigoraitis in accordance with Rule 53 of the City Council Rules of Order. The five members were appointed and charged with reviewing these rules as adopted in January of 2020. Notes that these rules have not been amended since 2017 and it is unclear when, if ever, they were reviewed in entirety by a previous council or committee.

B) Process and Procedures

Chair MacMaster restates the process and explains that Rule 50 states the governance of these meetings follow Roberts Rules of Order (newly revised) which waives standard parliamentary procedure in accordance with Roberts' Rule 49:21. This provides grounds for, and offers an explanation of, why meetings of the special committee may operate differently than a standing committee of the City Council. The rule essentially recognizes that the formality required by the full council or a standing committee would unduly hinder business of a small committee charged with temporary tasks.

IV. Continued Review of the Rules

Review of Rules up through number 35. Discussion on length of speaking at public comment; pulling items from committee and historical additions to the city council agenda (Orders Out of Order and Orders from Committee) Chair MacMaster has researched City Council agendas as far back as 2006 and noted these sections appear circa 2012. Efforts to find and interpret the desires of previous iterations of Board of Alderman will continue.

Rules of Order of the City Council as adopted January 2020

V. Future Planning

Chair MacMaster asks members to plan on finishing the first pass of the rules on November 24th and review the suggested revisions to date. Still on track to hear suggested new rules on December 2nd and finalize all changes for submission to the Legal & Legislative committee for review.

VI. Adjournment

Motion To: to adjourn

COMMENTS - Current Meeting:

Motion: Adjourn

By: Councilor Stewart, Second: Councilor Eccles - motion carried.

Meeting adjourned at 7:48p.m.

<p>RESULT: PASSED [UNANIMOUS] MOVER: Robb Stewart, Voting SECONDER: Jack Eccles, Vice Chair AYES: MacMaster, Eccles, McNaught, Garipay, Stewart</p>
