

Appropriations Committee

Chairman Medeiros, Tramontozzi, Infurna,
Boisselle, Wright, Seaboyer, Conn
Absent: Forbes, Mortimer, McAteer-
Margolis

Appropriations Committee called to order by Chairman Medeiros at 7:45 p.m.

Order No. 11-84, Election of City Clerk for a period of three years, ending on the first Monday in February, 2014.

Alderman Mortimer moves to recommend, 2nd by Alderman Seaboyer.

Alderman Infurna says the Board of Aldermen just set a process for filling the vacant seat on the Board, and she would like to open this up and have the same kind of election; she motions to do so.

On a Point of Order, Alderman Mortimer says there is already a motion on the floor.

Alderman Wright moves to suspend the rules, 2nd by Alderman Mortimer.

Alderman Wright says he would like to look forward at how the office should function 10 years from now – using electronic databases, and electronic software packages for agendas, orders and resolutions. As President, he worked with the Clerk of Committees last year looking at different programs and he hopes President Conn will continue that research for a paperless, streamlined process. Ms. O'Shea says she planned to do that in 2010 but after the Ethics Reform passed she had to work on that and the Open Meeting Law online training. She has a database of all Boards and Commissions for online training. She met with someone a couple of weeks ago but she needs time to have an assessment of the needs of her office. She has to follow the public records law. Alderman Wright says he is speaking about creating electronic agendas and orders that are interactive online. Ms. O'Shea says she is looking to implement a records retention plan. It's all about having time – her staff has been reduced. Alderman Wright says maybe she should look at hiring an outside contractor for archiving.

Alderman Seaboyer says there were 4 full-time people in the office in 2005 and now she's down to 2 ½ people. Ms. O'Shea says there are 2 full-time and 2 part-time. Alderman Seaboyer says the state dictates the programs that are used in the office. She has monthly reports to do, train poll workers, publish advertising, and ordinance book updates.

President Conn says Alderman Wright hit on something important – everyone really needs to look at the future and not the past. It isn't productive to look at the past because she will never have 6 or 5 or 4 employees in the office again. He thinks the board has to see if there are additional models of automation that could be used. He doesn't think an increase in staff levels is going to happen.

Ms. O'Shea says they will still have to print out birth records.

Alderman Wright asks how she interacts with the Elections Department and the Board of Registrars of Voters. Ms. O'Shea says she is the clerk for the Board of Registrars. There

are two Democrats and 2 Republicans on the board. She works with the elections administrator one day a week in her office; the elections administrator manages a lot of the elections work. There has always been someone to help in that office during elections. There has always been comp time. Alderman Wright says she is responsible for what goes on in the Elections Office.

On the motion to recommend, All in favor.

Alderman Mortimer motions to adjourn, 2nd by Alderman Boisselle. All in favor.

Appropriations adjourns at 8:07 p.m.

Maribeth Harrington
Clerk of Committees