

**Ogdensburg Charter Review Commission**

**May 4, 2017**

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Chairman Fred Bean called the meeting of the Ogdensburg Charter Review Commission to order and asked the secretary to call the roll:

Present: Chairman Fred Bean, Commissioners Storm Cilley, Sean P. O'Brien, Donald O'Shea, Laura Pearson, Kevin Kendall, Douglas Loffler, Sean McNamara, Scott McRoberts, Christopher Pitcher and Andrew M. Putman

Excused: Commissioner Laura Ashley

City Staff: Sarah Purdy, City Manager  
Kathleen Bouchard, City Clerk

Guests: none

APPROVAL OF PREVIOUS MINUTES

1. Commissioner Loffler moved to approve the April 3, 2017 Charter Review Commission meeting minutes and Commissioner O'Brien seconded the motion.

The vote was:

CARRIED, AYES ALL

ITEMS FOR DISCUSSION

1. The Charter Review Commission Individual comments about City Charter

• Commissioner Doug Loffler stated after reviewing the City Manager's memo containing her suggestions for the Charter revisions, he believes:

1. City Attorney should be present at Council meetings because it is important to City government to have him/her there regardless of the City's financial problems; (§ C-13.)
2. Code enforcement should be under Fire Department on the City Organizational Chart;
3. City budget should be presented earlier, either September 1 or October 1 (§ C-59.) ;
4. Asked how many times the Audit Committee meet last year? City Manager Sarah Purdy responded didn't in 2016; (§ C-56.)
5. He is an opponent of term limits for City Council.

• Commissioner Kevin Kendall stated he agrees with City Manager recommendations. He said he trusts that she and the City Council know when the City Attorney should attend. Commissioner Scott McRoberts questioned how Attorney Silver can represent both the City and School District. Chairman Fred Bean explained that he wouldn't, outside attorneys would be hired. (§ C-13.)

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Commissioner Kevin Kendall stated the Corporate Boundary descriptions listed in the Charter should be “cleaned up.” He said they should be described by road and property parcel number rather than by property owner name. (§ C-2.)

- Commissioner Chris Pitcher agreed with Commissioner Kevin Kendall that the Corporate Boundary description be cleaned up and questioned if GPS coordinates can be used for boundary descriptions. (§ C-2.)
- Commissioner Laura Pearson stated that she agrees with the City Manager recommendations and asked if the Arts Council and Historic Preservation Commission are active. City Manager Sarah Purdy responded the Arts Council is not, but the Historic Preservation Commission is active.
- Commissioner Scott McRoberts addressed the language about the DPW “division heads” and suggested revising that language. City Manager Sarah Purdy stated this will be brought up by the Public Works Director. (§ C-35.)
- Commissioner Sean O’Brien:
  1. Agrees with City Manager’s recommendation regarding the City Attorney and that language needs to be cleaned up; (§ C-13.)
  2. Job descriptions of Police and Fire Chiefs seem to be inconsistent; (§ C-38. & § C-42.)
  3. Need to clean up City Engineer language; (§ C-33.)
  4. He is an advocate for consolidation;
  5. Audit Committee needs to meet; (§ C-56.)
  6. Move budget presentation earlier to August 1; (§ C-59.)
  7. Hold tax sale through the County rather than a separate one to reach a larger group of people & more revenue;
  8. City population warrants reducing City Council from 7 to 5 members. (§ C-5.)
- Commissioner Donald O’Shea:
  1. Commissions that aren’t mentioned in Charter should be added and should state who is in charge of each Commission;
  2. Charter doesn’t indicate that Parks and Rec Director is City Forester;
  3. Update Election Districts language - there are only 6 districts; (§ C-4.)
- Commissioner Storm Cilley:
  1. Update language regarding the number of members of Planning Board and Zoning Board of Appeals; (§ C-29. & § C-32.)
  2. He has mixed thoughts on whether City Attorney should be present at all Council meetings; (§ C-13.)
  3. He agrees rewording is needed on City Engineer section; (§ C-33.)
  4. Code Enforcement should remain under the Fire Department; (§ C-43.)
- Commissioner Sean McNamara:
  1. Questioned if voters had the opportunity to vote on the change from wards to districts, and did they also vote for City Council to run “at large”; (§ C-5.-A)
  2. Suggested electing one Councillor from each district and elect the Mayor at-large;
  3. Charter Review Commission should be 12 at-large members rather than by district; (§ C-100.)
  4. Convene the Charter Review Commission every 5 years instead of every 10;
  5. Commission should be able to take its recommendations to referendum regardless of Council action.

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- Chairman Fred Bean:

1. Agrees with City Manager recommendations;
2. Suggested residency requirement for all department heads; wants City Attorney opinion on legality of this;
3. Agrees with Councillor Sean McNamara's suggestion of electing one Councillor from each election district and elect the Mayor at-large.

2. Charter Review Commission function or scope comments:

Commissioner Kevin Kendall suggested the Commission focus on sections and departments listed in the Charter. He asked for a list of departments and programs under the departments, including commissions and boards that are and aren't active under the departments.

Chairman Fred Bean said he would like to schedule a few meetings and invite groups of City department heads instead all at once.

After much discussion among the Commission, the following meetings were scheduled:

- Tuesday, 5/23/17 at 6:00 p.m. at Dobisky Community Center, 100 Riverside Avenue, Ogdensburg;
- Tuesday, 6/06/17 at 6:00 p.m. at Dobisky Community Center, 100 Riverside Avenue, Ogdensburg;
- Thursday, 6/22/17 at 6:00 p.m. at Dobisky Community Center, 100 Riverside Avenue, Ogdensburg.

Chairman Fred Bean asked Commissioners if they are unable to attend a meeting, to contact the City Clerk.

The Commission asked to have the schedule of which department heads are coming to the next three meetings sent out to the Commissioners in advance.

On a motion duly made and seconded, the meeting was adjourned.