



CITY CLERK
GLOUCESTER, MA

2022 JAN 20 AM 9:11

GLOUCESTER CITY COUNCIL WORKSHOP (REMOTE)

Monday, January 24, 2022

5:30 p.m.

Consistent with Chapter 20 of the Acts of 2021, this meeting will be conducted by remote participation. The public may not physically attend this meeting but every effort will be made to allow the public to view and listen to the meeting in real-time and participate when necessary. Persons who wish to do so are invited to view the meeting at:

Join from Computer, Smart Device: <https://gloucester-ma-gov.zoom.us/j/82736938057>

Join via Phone: 1-929-205-6099 or 1-301-715-8592

Meeting ID: 827 3693 8057

Please visit <http://gloucester-ma.gov/remote-public-meetings> for instructions and guidance on how to join a remote meeting

AGENDA

- I. City Charter and Code of Ordinances
 - Charter Sections 2 and 3
 - Ordinance Chapter 2 in general, and Article II – City Council in particular

- II. Council Structure and Governance
 - Code of Conduct and Civility Resolution History and Council Vote (1/25/22)
 - Standing Committees
 - o Budget and Finance
 - o Ordinances and Administration
 - o Planning and Development
 - Councilors' Membership on City Boards and Commissions
 - Information Technology (e-mail, Google Drive)
 - City of Gloucester website
 - o Private Road Repair
 - Roles of Ward Councilor versus At Large Councilor
 - Providing ongoing positive and constructive feedback to each other/focusing on the issue/situation not the person

- III. Meeting Procedures
 - City of Gloucester Rules of Procedure (last amended on 2/9//21)
 - Meeting preparedness packet review, past Zoom Meetings and past minutes to read
 - Deadlines for Consent Agenda Council Order Submissions in time for City Council agenda
 - Roberts Rules of Order (brief overview)
 - Use of City email for constituent and city correspondence versus messenger/Facebook
 - Regular City Council Meetings and start time of 6:00 during COVID, versus 7:00
 - Special City Council Meetings

- Joint Meetings with other Boards and Commissions and School Committee
- Budget & Finance Annual Budget Review (May/June) Workshop in February date TBD
- Types of City Council Meeting presentations
 - o COVID updates Board of Health
 - o Mayor updates
 - o Annual Budget Meeting for Essex North Shore Technical and Agricultural School
 - o Private Road Repair
 - o City Staff presentations on pertinent topics
 - o Legislative Updates from our House Representative and State Senator
 - o Other

IV. Legislative Process and City Government Action

- Council Orders
- Councilors' Requests to the Mayor
- Report a Problem on city homepage/ introducing See Click Fix to constituents
- MMA relationship and free webinars
- Appointing a City Council Legislative Liaison

V. Council Relationship to Administration and Departments

VI. City Personnel Policies and City Clerk's office

- In General
- Applicable to Councilors
- Ethics and Open Meeting Law Certification for Elected Officials
- Requests from City Council to Traffic Commission, including Handicap Parking
- City Clerk's office role in the betterment process