



CITY OF WATERTOWN

Administration Building
149 Main Street
Watertown, MA 02472
www.watertown-ma.gov
617 972-6465

Residents' Advisory Committee Wednesday, June 5, 2024 Minutes

Attendees

Committee Members: Liz Cremens, Sam Ling, Kathryn Madden, Theo Offei (via zoom); (not present: Tom Tracy)

Administrative

The meeting started at 5:00 pm. The next RAC meeting will be on Monday, July 8, 2024.

Discussion

Universal Online Application: The committee discussed all aspects of the Watertown universal application in its beta form and compared it with the Newton, MA, online form. The committee confirmed the three main questions about interests and the optional demographic questions on the Watertown form. Recommendations to make the site easier to use include drop down menus for the board and committee names and for the optional demographic questions. Outstanding questions are about the database, reporting functions, potential for automatic notifications, and the ability of the system to keep up with ongoing turnover and new vacancies, either manually or automatically.

Outreach and Recruiting: The RAC should reach out to the various non-profit organizations in Watertown to recruit potential candidates and to get the word out about open positions; list of organizations to be distributed. The RAC will have a table at the upcoming Farmers Market on June 19, 2:30 to 6:30 pm; some materials need to be updated in preparation. Discussions with the current board/committee chairs and staff are helpful regarding gaps and recruiting for various vacancies and openings.

At 5:30, the meeting moved to Executive Session to interview and consider applicants for appointments to Watertown Boards, Commissions, and Committees. The meeting was not reconvened as a public meeting.

Minutes: Submitted by Kathryn Madden, June 11, 2024, approved July 8, 2024