



Watertown City Council

Committee on Rules and Ordinances Meeting
Monday, December 16, 2024 at 6:00 PM
Richard E. Mastrangelo Council Chamber - Second Floor

Agenda

Pursuant to Chapter 2 of the Acts of 2023, the meeting and public hearing will be conducted with remote opportunities for participation. Remote participation and access methods include:

ACCESS INFORMATION:

- A. This meeting will be held on December 16 at 6:00 P.M. Location: Richard E. Mastrangelo Council Chambers
- B. The meeting will be televised through WCATV (Watertown Cable Access Television): <http://vodwcatv.org/CablecastPublicSite/watch-now?site=3>
- C. The Public may join the virtual meeting online: <https://watertown-ma.zoom.us/j/89707047441>
- D. Public may join the virtual meeting audio only by phone: (877) 853-5257 or (888) 475-4499 (Toll Free) and enter Webinar ID: 897 0704 7441
- E. Public may comment through email: lfeltner@watertown-ma.gov
- F. Please Visit the Committee on Rules and Ordinances Webpage here: https://watertownma.portal.civicclerk.com/?category_id=85

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- 1. Call to Order
 - 2. Discussion
 - A. Proposed Ordinance Establishing Memorialization Committee
 - 3. Adjournment

ELECTED OFFICIALS

John G. Gannon,
Chair

John M. Airasian,
Vice Chair

Lisa J. Feltner,
Secretary



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

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

To: Honorable City Council

From: George J. Proakis, City Manager

Date: November 7, 2024

RE: Agenda Item – First Reading on Proposed an Ordinance Establishing the Memorialization Committee

As you are aware, the City Council is endeavoring to implement a formalized process for the naming of public spaces and the installation of memorial objects. By establishing a permanent Memorialization Committee, the Council aims to ensure that the names and installations reflect the diverse contributions of individuals to our community. This initiative is designed to create a unified and inclusive method to honor and commemorate those who have positively impacted the City.

I respectfully request that the attached ordinance be included on the agenda for the Honorable City Council's November 12, 2024, meeting as a First Reading.

Thank you for your consideration in the matter.



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

ORDINANCE #

O-2024-

AN ORDINANCE ESTABLISHING THE MEMORIALIZATION COMMITTEE

WHEREAS, the City Council seeks to create a uniform process for the naming of public spaces, streets, squares, intersection, and City buildings under the City Manager's jurisdiction as well as for the installation of memorial objects in public spaces; and

WHEREAS, in undertaking this process, the City Council seeks to establish a permanent committee to undertake the review of and make recommendations on proposals for such namings and installations; and

WHEREAS, a Memorialization Committee established for this purpose may make recommendations to the City Council for the naming of these spaces and installation of these objects based on established policies and procedures, including consideration of the contribution honored individuals have made to the City as well as their representation of the broad diversity of those who have contributed to the City.

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Watertown that the Watertown Code of Ordinances is hereby amended by adding new Subchapter III of Chapter 38, entitled Memorialization Committee, as follows:

§38.09 Establishment

There is hereby established a Memorialization Committee (the "Committee"), consisting of five voting members.

§38.10 Purpose

Upon referral to the Committee by the City Manager or the City Council of a matter involving memorialization, the Committee shall be responsible for making recommendations to the City Council for the naming of public spaces, streets, squares, intersections, and City buildings under the City Manager's jurisdiction. The Committee shall also make recommendations to the City Council regarding the installation of memorial objects in public spaces. The Committee shall not make recommendations for veteran memorials and dedications, which are processed through the Veteran's Services Department and approved by the City Council. Recommendations made by the Committee shall not be binding and shall be subject to consideration by the City Council in their discretion.

§38.11 Membership and Term

- (1) Composition. The composition of the Committee and the appointment authority for the Committee members shall be as follows:
 - a. City Manager or their designee
 - b. Representative member of the City Council as designated by the City Council President
 - c. Three residents of Watertown appointed by the City Manager, subject to City Council confirmation
- (2) Term. The appointed resident members first appointed shall have staggered terms, with one initially serving a one-year term and the remaining two each serving a two-year term. Thereafter, all appointments and reappointments for resident members shall be for a period of two years. Resident members may be reappointed for additional terms.
- (3) Vacancy. Any vacancy in membership shall be filled for the remainder of the unexpired term in the same manner as the original appointment.
- (4) Qualifications. Resident members appointed by the City Manager shall, when possible, have relevant experience and knowledge related to Watertown's diversity and local history.
- (5) Any resident member who ceases to be a resident of Watertown shall promptly provide written notification of their change in residence to the Committee chair and to the City Clerk. The Committee member may serve as a hold-over until a successor is appointed.

§38.12 Meetings and Officers

- (1) Meetings. The Committee shall meet as necessary. Notice of all meetings shall comply with the provisions of the Open Meeting Law, M.G.L. c. 30A, §§ 18 through 25, as may be amended. A majority of the members of the Committee shall constitute a quorum. The committee shall keep a written record of its proceedings.
- (2) Officers. At the first meeting of the Committee, and annually thereafter, the Committee shall elect one of its members to serve as chairperson and may elect such other officers, adopt procedural rules and regulations, and establish such subcommittees as it deems appropriate.

§38.13 Process

- (1) The Committee shall adopt policies and procedures for making recommendations to the City Council for the naming of spaces and installation of memorial objects in public spaces.
- (2) To the extent the Committee recommends naming public spaces in honor of specific individuals, the Committee shall consider the following:
 - a. The public interest to be served by honoring the individual.
 - b. The leadership role or distinguished service of the individual, considering the quality of contribution along with the length of service.
 - c. The association the individual has with the proposed naming location.
- (3) The Committee shall seek to honor those who represent the broad diversity of individuals who have contributed to the City.
- (4) The Committee may recommend that the requestors for the installation of memorial objects in public spaces pay a reasonable fee to cover associated costs of the purchase, installation, and maintenance of the object.

AND FURTHER, by amending the Watertown Code of Ordinances, Subchapter I of Section 38, Naming of Squares or Intersections for Non-Veterans, as follows, with the bold language inserted and the strike-through language deleted:

§38.01 Authority of ~~Town~~ **City** Council

The ~~Town~~ **City** Council shall have sole authority for the naming of squares or intersections in the public right-of-way under the control of the ~~Town~~ **City** of Watertown.

(A) The ~~Town~~ **City** Council understands that said naming may have long-lasting effects and will span future generations, whose perceptions and values might change.

(B) The ~~Town~~ **City** Council intends to be cautious exercising the policy to avoid over-naming squares or intersections.

§38.02 Purpose and scope

The ~~Town~~ **City** Council believes that the naming of squares or intersections is a matter of substantial or significant public interest and deserves careful consideration.

(A) The ~~Town~~ **City** Council, therefore, creates this policy to establish a systematic, consistent and transparent approach for naming squares or intersections in Watertown.

(B) This policy is for non-veterans only, as there is a separate policy for naming of squares or intersections for veterans processed through the Veterans Service Officer.

§38.03 Process

Any Watertown resident may propose in writing that a square or intersection be named for a notable non-veteran with specific ties to Watertown.

(A) The proposal shall be submitted to the ~~Town~~ **City** Council President, and ~~must include documentation to support the rationale for the naming, including a broad level of community backing~~ **who shall refer it to the Memorialization Committee for review.**

~~(B) The Town Council President, upon determining the proposal is complete, shall place it on a Town Council agenda for a vote of referral to the Public Works Committee for review and recommendation.~~

~~(C) The Department of Public Works shall review the proposal and provide the Public Works Committee an analysis as to the appropriateness of signage at the location, taking into account matters such as traffic conditions, sightlines, and planned road construction projects.~~

~~(DB) The Public Works Memorialization Committee shall review the proposal and the Department of Public Works analysis, and, following its adopted policies and procedures, develop a recommendation for the Town City Council.~~

(C) The Memorialization Committee shall provide its recommendations to the City Council President, who may then place the resolution on a City Council agenda for consideration.

(ED) The ~~Town~~ **City** Council ~~will~~ may consider and vote on a resolution to name a square or intersection ~~per~~ taking into consideration the ~~Public Works Committee~~ **Memorialization Committee's** recommendation.

§38.04 Criteria

In deciding the appropriateness of any naming proposal, the Town Council shall consider the following:

(A) The public interest to be served by honoring the individual.

(B) The leadership role or distinguished service of the individual, considering the quality of contribution along with the length of service.

(C) The association the individual has with the proposed naming location.

§38.054 Review

The ~~Town~~ **City** Council shall have sole authority to remove the naming of any square or intersection if, with the passage of time, it determines the public interest is no longer being served.

AND FURTHER, that this Ordinance shall take effect upon passage.

Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above Order was adopted by a vote of ___ for, ___ against and ___ present on _____.

Brendan T. McCarthy, Council Clerk

Mark S. Sideris, Council President

Mark S. Sideris,
Council President

Caroline Bars,
Councilor At Large
Nicole Gardner,
District A Councilor

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor
John G. Gannon,
Councilor At Large
Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large
Emily Izzo,
District D Councilor