

City of Watertown

RESIDENTS' ADVISORY COMMITTEE | MINUTES

Date: Wednesday, October 18, 2023, 5:00 pm

Location: City Hall, Third Floor Conference Room

Attendees

Committee Members: Liz Cremens, Theo Offei, Sam Ling, Kathryn Madden, Tom Tracy

Administrative

The approval of minutes for September 12, 2023, and September 26, 2023, was deferred. The next meeting will be on November 15, 2023, at 5:00 pm.

Discussion

The subcommittee provided an update on the Universal Application Form and related database based on a meeting with City Staff on October 5, 2023. Software is available for managing the database of board and commission members and candidates, and that further investigation will confirm how well it can manage transactions, connect the application form input directly into the database, and allow for reporting and analysis. Theo and Kathryn are working to revise the front-facing form and questions.

The meeting moved into Executive Session to interview candidates for Environment & Energy Efficiency Committee (WE3C) and Historic District Commission and was not reconvened as a public meeting.

Minutes: Submitted by Kathryn Madden, November 11, 2023; Revised December 5, 2023