



# CITY OF WATERTOWN

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## Residents' Advisory Committee Wednesday, December 6, 2023 Minutes

### **Attendees**

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

### **Administrative**

The minutes for September 12, 2023; September 26, 2023; October 18, 2023; and November 15, 2023, were approved. The next meeting will be on January 3, 2024, at 5:00 pm. The Committee agreed to establish the first Wednesday of every month, at 5:00 pm, as a standard date and time for RAC meetings, recognizing that some months will require more meetings or occasional adjustments.

### **Discussion**

The Committee voted unanimously to extend the deadline for the Human Rights Commission until January 12, 2024, to ensure that there is a sufficient pool of applicants. To expand outreach, RAC will recommend that the City pushes the notice out to a number of Watertown non-profits, including Watertown Housing Authority; Watertown Citizens for Peace, Justice; Environment; World in Watertown; Mosesian Center for the Arts; Watertown Community Foundation; Housing For All Watertown; and veterans organizations, as well as to the City Councilors and the Disability Commission. RAC will tailor the interview questions to be more specific to the charge of the Human Rights Commission.

Subcommittee members Theo Offei and Kathryn Madden updated the other RAC members on the Universal Application. The City is moving forward with implementation, led by the IT Department working with technology consultant Civic Plus. They have all of our current information on boards and committees and will reach out to Theo and Kathryn as needed as they set up the system. They expect to have a "beta" system for RAC to test by Spring 2024.

RAC is excited to work with the City's new community engagement specialist, and will invite this new employee to attend our next meeting if possible. Regarding outreach for the resident member on the Historic District Commission, we understand that the Community Development and Planning staff are sending out a notice to residents that live in the district, and the City is reviewing the parameters of this resident position.

The meeting moved into Executive Session to interview candidates and make recommendations for Public Arts and Culture, and was not reconvened as a public meeting.

*Minutes: Submitted by Kathryn Madden, December 20, 2023*