

# City of Framingham

The City Council of Framingham



## ORDER NO. 2022-009 REQUEST OF COUNCILOR STEFANINI

UPON THE REQUEST OF COUNCILOR STEFANINI, THE CITY OF FRAMINGHAM, THROUGH THE FRAMINGHAM CITY COUNCIL, IT IS SO ORDERED:

That the City Council votes to approve the amended City Council Rules as attached.

### FIRST READING

YEAS: Alexander, Cannon, King, Leombruno, Long, Mallach, Ottaviani, Stefanini, Steiner,  
NAYS: Bryant, Stewart, Stewart-Morales  
ABSTAIN: None  
ABSENT: All members were present in person or via teleconferencing  
PASSED IN COUNCIL: JANUARY 18, 2022

### SECOND READING

YEAS: Alexander, Cannon, King, Leombruno, Long, Mallach, Ottaviani, Stefanini, Steiner,  
NAYS: Bryant, Stewart, Stewart-Morales  
ABSTAIN: None  
ABSENT: All members were present in person or via teleconferencing  
PASSED IN COUNCIL: FEBRUARY 1, 2022

A True Record, Attest:

2/15/2022  
Date Approved

Lisa A. Ferguson  
Lisa A. Ferguson, City Clerk  
Emily L. Butler, Assistant City Clerk



# Rules of the Framingham Council

Initial Rules filed on May 15, 2018

Amended and approved on

05/21/2019, 11/19/2019,

01/14/2020, 04/21/2020,

06/09/2020, 05/04/2021,

02/01/2022

## General Rules

**The Framingham Council embraces and strives to implement the letter and spirit of the Framingham Home Rule Charter and its preamble:**

We, the people of Framingham, in order to reaffirm the customary and traditional liberties of the people with respect to the conduct of our local government, do adopt this Home Rule Charter.

We need and want a local government that represents all of us, that supports vibrant neighborhoods, provides quality schools, protects safe and secure homes, values our elders, celebrates diversity, supports local businesses, promotes community participation, and cares for those in need.

It is the expectation and intent that the Charter will continue and enhance voter participation, ethical, transparent and responsive leadership, wise use of public resources, respect for all in the community, and an engaged citizenry. We expect and intend that our government will promote equality, and be welcoming and inclusive.

## *Meeting Times*

Rule 1. Unless otherwise ordered from time to time, and except on holidays, the regular meeting of the council shall be the 1<sup>st</sup>, 3<sup>rd</sup> and 5<sup>th</sup> Tuesday of the month at 7:00 p.m. in the Blumer Room, located in the Memorial Building, 150 Concord St. Framingham, MA 01702. During the months of July and August, however, the council will meet only on the 3<sup>rd</sup> and 5<sup>th</sup> Tuesday of the month.

1. All sessions of the council and every subcommittee or ad-hoc committee of the council shall at all times be open to the public unless another provision is made by law;
2. Council meetings, subcommittee meetings and ad-hoc committee meetings shall end no later than 11 p.m. No new business may be considered after 10:00 p.m. unless approved by a majority vote of the members present;
3. Council meetings may not begin earlier than 7:00 p.m. except for in the case of an emergency; and,
4. Subcommittee meetings and ad-hoc committee meetings of the council may be held at a time earlier than 7:00 p.m. upon approval of all members of the subcommittee or ad-hoc committee.

Rule 1a. Special meetings of the council shall be held at the call of the council chair, or, at the call of any four (4) or more councilors, by written notice delivered in hand and electronically to each councilor or to the place of residence of each councilor and which contains a listing of the items to be acted upon. Except in case of an emergency, the existence of which the council chair shall be judge, this notice shall be delivered at least forty-eight (48) hours in advance of the time set for the meeting. A copy of the notice to councilors shall be posted on (i) the municipal bulletin board and, (ii) published on the appropriate city government webpage on which all such meeting notices are posted, and (iii) published on the council's Facebook page, and (iv) as may be required by ordinance or the Open Meeting law.

Rule 1b. Executive session may be entered only after the council has first convened in open session for which notice has been appropriately posted. The presiding officer shall cite the reason for going into executive session and indicate whether the council shall leave executive session for the purpose of adjournment or return to open session. The presiding officer shall ask for a roll call vote of the council members present. The vote of each member shall be recorded in the minutes, with a majority of members present necessary to initiate executive session.

### ***Seating***

Rule 2. Seating is assigned at the beginning of each two (2) year term coinciding with the district councilor election cycle. The council seats from left to right will be numbered one (1) through eleven (11). The vice chair of the council will sit in seat five (5) and the chair will sit in seat six (6). The remaining councilors will randomly select their seats by drawing numbers. The seating assignments will remain for the duration of the two (2) year term.

### ***Office Supplies***

Rule 3. Upon request of each Councilor, he or she will be provided with one or more of the following office supplies at the beginning of each two (2) year term coinciding with the district councilor election cycle:

- One box of business cards

Rule 3a. That any and all correspondence using the City Seal and Council Letterhead be transmitted to every member of the council to ensure transparency.

### ***Quorum***

Rule 4. A quorum of the council or any subcommittee or ad hoc committee is determined by the Open Meeting Law.

### ***Election of Officers***

Rule 5. At its first meeting in January following the City election, the council shall elect from its membership a chair and a vice chair who shall serve a two (2) year term of office co-terminus with the term of the district councilors. If neither the existing chair or vice chair are present at