

COMMITTEE BILLS ON SECOND READING

June 3, 2008

6:30 P.M.

Chairman Osborne called the meeting to order.

The Clerk called the roll. All members present.

Present: Aldermen Osborne, DeVries, M. Roy, Pinard, Domaingue

Chairman Osborne addressed item 3 of the agenda:

3. Ordinance Amendments:

“Amending Chapter 30: City Officials and Employees of the Code of Ordinances of the City of Manchester by deleting references to the marginal and alphabetical indexing of minutes of the Board of Mayor and Aldermen in Sections 30.24: Index of Board Proceedings.”

Alderman DeVries moved to discuss. Alderman Domaingue duly seconded the motion. There being none opposed the motion carried.

Alderman DeVries asked Ms. Johnson, if you might just explain what you are accomplishing with this. I assume this is to modernize or update your procedures.

City Clerk Carol Johnson stated it is basically two fold. One is to modernize the process by which we do right now we print them on an 11x17 sheet and we are running that column on the side and that all has to be hand typed in, it cant be done by computer. Its very time consuming and it's also costly because the books that we are putting those in are about \$200 a book. So we are trying to bring that down to legal size and we can't do the indexing on legal size. That being said, it used to be that we used to research by that index, we no longer do that because of the computerization of the minutes. They are not hand typed anymore so there is really no need to do the indexing.

Alderman DeVries stated if I could follow up because exactly there in lies my question and I think Alderman Mark Roy mentioned the same thing. If we are looking to research through the minutes of a meeting, what will we be able to see

in order to reference the conversation, who is saying what? Will there be something else within the text that will make it easy for us researching and doing our work as Aldermen?

City Clerk Johnson stated what it will do is eliminate that reference so if you were looking through it, you would have to read through the minutes or you could use a control find option and do some searching that way once we get it out in a certain format, which is what we are working towards now.

Alderman DeVries asked the control find option is something that will be available to us?

City Clerk Johnson replied that should be available to everybody by the way we do it, the indexing of the minutes online, yes. If you go in through that search function, you should be able to do a control find.

Alderman DeVries asked so you don't have to be hooked up to the infrastructure of the City you can be researching from home?

City Clerk Johnson replied correct, I believe some of it is available now, some of it may not be but we are working towards that goal. That is what we are working with the new website.

Alderman Domaingue stated just to clarify for everybody, you can actually do that now, if you go on the City of Manchester's website and you pull up the minutes of the meeting and you are in any word processing program, you can do a control F, to seek and find key words and find out when certain alderman are speaking.

City Clerk Johnson stated for the minutes that have been placed online in a certain fashion that is correct.

Alderman Domaingue stated that's correct.

Alderman DeVries stated if I might suggest that you send a tutorial out on the updated form of researching minutes, I would find that helpful.

City Clerk Johnson stated, I will have Sally (Fellows, Archivist) put something together for you on where to find them.

Alderman DeVries stated it would be from an online perspective as we would get or any citizen would get. Thank you.

Alderman DeVries moved to accept the ordinance amendment and recommend to the full Board. Alderman Domaingue duly seconded. There being none opposed the motion carried.

There being no further business, on motion of Alderman Pinard, duly seconded by Alderman DeVries, it was voted to adjourn.

A True Record. Attest.

Clerk of Committee