



City of Malden

IN CITY COUNCIL

*The Standing Committee on
to whom was referred paper No. 118
make the following report:*

TECHNOLOGY POLICY

Series of 2022

having considered the same,

Ordered: The Committee on Technology Policy moves that the Malden City Council adopt a new Technology Policy that will govern the public's remote access to our meetings, our own rights to participate virtually in Council Meetings, and expectations around recording subcommittee meetings for archiving and publication online.

Be it so moved that this technology policy allow City Councillors to participate remotely in up to three (3) regular City Council meetings per year by notifying the City Clerk and sitting Council President by the deadline to submit agenda items each week, and that the assigned clerk of each committee shall receive training and bear responsibility for creating and posting a remote participation link on the agenda when it is finalized, so long as a quorum of the Council as well as the Chair will be present in person, as required by the Commonwealth's open meeting law.

We also move that the City Council be obligated to provide a virtual public participation option for any public hearing scheduled for the full body, or any subcommittee that is required to hold a hearing, e.g. public property. We move that these meetings take place in the Council chambers whenever possible.

Additionally, we make a further motion that the committees on Finance and Rules & Ordinance be required to utilize the existing City Hall hardware and software to record and then publicly post each of their committee meetings by the close of business of the final day of the same week the meeting has taken place, or by the following Monday at 5 p.m. for any meeting that takes place on a Thursday.

Be it further moved that the city's IT and Communications Directors will share responsibility for archiving and managing the cloud storage for all digital recordings of virtual meetings of the full City Council and the Finance and Rules & Ordinance committees, using whichever publicly-procured platforms and systems that they deem most appropriate and advantageous.

We also move that the City Council reserve priority rights to committee rooms 105, 106 (Council Chambers), 108 and 113 on Tuesdays beginning at 5 p.m. while the City Council is in session, and that no other city board or commission may assume use of these rooms if it will prevent the recording of committee meetings affected by this technology policy.

Finally, we move that this technology policy be included in the City Council rule book upon its next update and in subsequent editions, and that this matter be expediently referred to the Council's Rules & Ordinance Committee for completion.

The Committee recommends that this paper be reported out favorably to the Full City Council.

Councillor Linehan for the Committee

Motion made by Councillor
Yeas: 3 Nays: 0

Favorable Councillors:

Linehan, Chair
Colon-Hayes
O'Malley

For the Committee

REPORT OF COMMITTEE

IN CITY COUNCIL

On.....

....., 20